

Safety Committee

Safety Committee Members:

Linde Althaus MSCF	Kelly Halvorson MSCF	Julie Simonson Commissioners Plan
Carol Brewer Safety Officer	Ryan Haws AFSCME unit #6	Jason Theisen Facilities Representative
Rita Dingman MSCF	Shannon Lindboe, DEED	Leanne Pearson, AFSCME unit #7
Karen Schlangen, Career Services	William Tuoy-Giel MMA	Bill Hutchison, Buildings & Grounds Manager

Meeting Date: 04/20/2023

Meeting Time: 2:00 pm

Microsoft Teams meeting

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Meeting ID: 266 576 415 453

Passcode: oMPPBZ

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Agenda

1. Reports of personal injuries and illness
 - Employee assault update – We were informed that the individual that allegedly committed the assault has moved from the apartments. We are not sure if that is true as he has been seen at the apartments recently.
 - No other employee injuries since last meeting
2. Accident investigations
3. Property damage
 - Fire alarm incident – The fire alarm was triggered by oil leaking from the cooling unit in the server room and was dripping on another machine causing it to smoke. The new fire alarm system detected it quickly, before it turned into a fire. There was a debriefing with the Cabinet regarding the incident to identify gaps and areas of improvement. The fire alarm company will be here on 04/24/2023 to do some further testing and review our options for what instructions the system gives when it is triggered.
4. Alleged hazardous working conditions
 - Sartell incident – We were informed that there was an incident at a CentraCare facility in Sartell that involved an active shooter. We had five students and a faculty member in the facility that were evacuated to an adjacent building where they were safe. We later found out that someone at the facility had accidentally hit the critical incident panic button and it automatically started their response including multiple law enforcement agencies that cleared the building to ensure it was not an actual active shooter. We notified the emergency response team as well as the System Office as per our procedures.
 - Fire lane parking complaint – Receive a complaint that the fire lane is being blocked by contractors around the construction site. Jason will talk to the contractor to make sure the fire lane remains clear.
5. Follow-up on action items from previous safety committee meetings
6. Plans and programs
 - Severe Weather Awareness Week – Email was sent that SCTCC will not participate in the tornado drill on Thursday, 04/20/2023. Community partners should feel free to participate if they want to practice their procedures.
 - Drills/Tests – These are the responsibility of the Safety Committee and we do need to do them. With the new fire alarm system being finished this summer we will plan on doing a fire drill right away in the fall and then use next April to do the tornado drill.
7. Update on walk-around inspections conducted by
 - Safety Committee
 - Welding Lab – completed on 04/19/2023. The final report is not written up yet, covered it verbally and will send out with minutes.

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- Campus EHS personnel
 - System Office inspection reports (COPE, compliance assistance, etc.)
 - Outside Agency
8. Update on building/campus security issues
- Interior Electronic Access project – completed and closed. Waiting on ID cards, working on a strategic plan on how to roll out issuing the cards and programming access.
 - Exterior Cameras – completed and closed.
9. Status of employee safety training
10. Status on the job hazard analyses done for the campus
11. Open Floor Discussion
- First Aid Kits – all smaller kits have been collected and all expired items have been taken out of them. The oldest product found expired in 1984.