Safety Committee Members:

Linda Althaus MSCF Leanne Pearson AFSCME unit #7 Lowell (Allen) Smith MSCF

Carol Brewer MAPE/Safety Officer Judy Plumski AFSCME unity #7 Jason Theisen Facilities Representative

Ryan Haws AFSCME unit #6 Karen Schlangen, Career Services William Tuoy-Giel MMA

Shannon Lindboe , DEED Julie Simonson Commissioners Plan

Meeting Date: 10/24/2024

Meeting Time: 2:00 pm

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# Agenda

# Reports of personal injuries and illness

# No new employee injuries since last meeting.

1. Accident investigations
2. Property damage/theft
3. Alleged hazardous working conditions.
4. Follow-up on action items from previous safety committee meetings.
5. Plans and programs
   * ID Card Policy
     + Kari asked if certain parts of this policy is still needed such as if an employee needs to turn in their ID at the end of employment, if they need to wear it above the waist and if the College needs to provide a breakaway lanyard. After discussion, it was decided that ID cards do not need to be turned in and that there are safety concerns for some employees to wear them around their neck. Kari and Carol will meet and include anything necessary in the proposed access policy.
   * Access Policy
     + Now that access is tied to employee ID cards, this is a new proposed policy and procedure on keys and ID cards.
   * Hearing/Respiratory Conservation Program
     + A contract with Med Compass has been signed to do our training and fit testing in these areas.
   * MS4 Program termination
     + Because our average daily population is less than 1,000, we no longer need to maintain a MS4 permit for stormwater compliance with the MPCA.
6. Update on walk-around inspections conducted.
   * SDS Sheets
     + We found several missing in a number of labs over the summer. We have updated them electronically and put up a QR code in each lab that will bring the user directly to our SDS Online.
   * Spills
     + There was a couple of spills found this summer from leaking machines. New spill kits have been placed in our Automotive labs and we have a large mobile one in the Facilities area.
   * Labels
     + A couple areas had several bottles without labels on them. Carol will obtain labels that can be used.
   * Emergency Management/Security Assistance Visit
     + Tracy Worsley from the System Office was on campus on October 17 to complete an assistance visit and will be sending a report within 30 days. Will share at future meeting.
   * OSHA Compliance Visit – blocked egresses, air wands, container labeling, safety shower
     + OSHA made compliance visits to a few MinnState schools recently and fines occurred in these areas.
7. Update on building/campus security issues.
8. Status of employee safety training
   * Job role safety training assigned on September 25th
     + Anyone who completed their annual training prior to September 25th may have additional ELM training assigned. A new deadline of December 12th was sent out last week.
9. Drills
   * August 16th testing
     + Testing of our notification systems occurred on August 16th. We found two of our fire panel mics need fixing as they were fuzzy.
     + We are still working on having the branding come through on the desktop alerts.
     + The relay to the new fire alarm system did not work.
     + We do not like the message to is programmed to the intruder button and we are checking into if we can change that.
   * Alertus
     + Parts of this are working well. Carol has a meeting on 11/1 with Alertus and our IT people to work on this.
   * Upcoming Fire Drill
     + Fire drills have been scheduled for October 30th. Health Science at 9:00a.m., Heartland to follow and Northway at 1:00p.m.
10. Open Floor Discussion