



Safety Committee Minutes

Call to Order (January 6th, 2021 @ 1:00 PM in Zoom)

Present: Barry Walther, Kali Brandt, Connie Ramos, Jason Arrowsmith, Nolan Wheeler, Betsy Richard, Taylor Madden, Janel Skreen, Melissa Hislop, Karen Joiner, Armando Herbela, Tracy Stanley, Rheba Rukkila, Dave Gomez

Recorder: Janel Skreen

Reading/Approval of minutes from December's 2021 meeting:

- Accepted: Tracy Stanley
- Seconded: Janel Skreen
- Moved: Committee

Review of Incident Reports

Total number of reports: One

Date of incident: 12.07.21 Van vs. Scrap Pile

Description of Incident: An employee was operating a van. When they pulled into the compound, the driver hit a scrap pile and scratched the left side of the van.

- Incident Report

Notes: N/A

COVID Updates

- Janel Skreen shared that cases are up locally and within the campus community. She committee members to spread the work- stay home if you are experiencing symptoms.
- The committee asked how long the college would be able to continue funding health monitors and other COVID materials. Janel explained that FEMA and CARE's Act funding will be ended in the next several months. She said some of the funding may be extended, but there was no indication of that yet.

Safety Work Orders

Safety Work Order Report - December 2021

W/O#	Status	Type	Date	Work Description	Bldg	Submitted By	Assign To	Labor	Completed
127143	CL	RM	11/30/2021	The three playground gate locks are needing to be replaced or serviced. Staff are unable to gate one gate open which affects the emergency exits. They are keyed with the 449.	SLC	MADSEN	KS	1.50	12/01/2021
127112	CL	RM	11/18/2021	Unmarked and unprotected pipe venting steam on side of building. hot to the touch. request safety inspection and updated protection for pipe.	VOC	WILSON	MAINT	2.00	12/17/2021
127085	CL	RM	11/08/2021	LCC East - Playground The track on the LCC East playground has become a tripping hazard. Please take a look to see if there is anything that can be done.	HSE	MADSEN	MAINT	2.00	12/20/2021
127049	CL	RM	11/01/2021	We need a tall toy kitchen piece to be anchored to the wall. It fell over on a child last week.	HFL	JOHNSON	MAINT	0.50	12/06/2021
126947	CL	RM	10/20/2021	There are 2 bookcases/shelving units in the office that are stacked up, leveled on some books and are not secured to the wall nor are they right up against the wall (6-8" away from the wall).	MAN	MOENCK	MAINT	2.25	12/10/2021
126725	CL	RM	09/16/2021	This is a safety work order. Please replace batteries in the AED as it is consistently beeping loudly from the batteries expiring.	VOC	RUKKILA	MAINT	1.50	09/17/2021
126539	CL	RM	07/29/2021	This is a safety work order. Two fire extinguishers need to be mounted in the Rental House 1608 20th Avenue. A 2lb ABC needs mounted at the kitchen door, extinguisher is located on the counter near	TWH	RUKKILA	MAINT	1.00	08/30/2021
126603	CL	RM	08/12/2021	Olympic Court south basement door window broken out, able to unlock door from exterior.	TWH	SORGENFREI	MAINT	1.00	12/08/2021
126396	CL	RM	06/29/2021	Grassy area between sidewalk and Maple street along Main & HSB has some large holes. Saw someone trip in one today. Can these be filled?	MAN	SORGENFREI	GRNDS	1.00	07/08/2021
126264	CL	RM	05/27/2021	The roofers have knocked loose a light fixture in the classroom. Staff are afraid it could fall and hurt a child or staff member.	HSE	SPROMBERG	MAINT	1.25	06/18/2021
126115	CL	RM	04/26/2021	Head Start Barnes - Part of the gate alarm is missing from playground 2 at Barnes. I think Sam may have extra alarms. Could you please have him reinstall the alarm as soon as he is able for licensing.	HSK	SANCHEZ	MAINT	1.00	04/29/2021
126053	CL	RM	04/15/2021	Memorial Park - We have either wasps or yellow jackets out the back door of room 101 here at Memorial Park. It appears they may have a nest in the roof area.	SLC	SANCHEZ	MAINT	2.00	11/29/2021
126042	CL	RM	04/12/2021	Memorial Park - We need to order another self-closing/self-latching gate mechanism and have Sam install before the 23rd on the one Memorial Park single playground gate.	SLC	SANCHEZ	MAINT	3.00	04/24/2021
125176	CL	RM	10/21/2020	I've noticed several large branches are dead on the tree and may be present a falling hazard in high winds. I wanted to let you know before the leaves fall and you can't ID the branches.	ZN3	FORD	GRNDS	2.00	10/24/2020
123634	CL	RM	01/08/2020	Replace the safety lights that go in the arms of the chairs.	RCA	COCHRAN	MAINT	16.00	12/08/2021
127357	A	RM	01/05/2022	We need the One-Stop Center checked out for harmful chemicals or mold. Jenny Smith has asthma, but only has issues in the One-Stop Center. She's fine at home and then starts coughing and having asthma.	ADC	GUTIERREZ	MAINT	0.00	
127298	A	CM	12/17/2021	Hole in wall needs to be patched.	STC	GOMEZ	MAINT	0.00	Reclassified as Corrective Maint. Not Safety.

Safety Work Order Report - December 2021

W/O#	Status	Type	Date	Work Description	Bldg	Submitted By	Assign To	Labor	Completed
123466	A	RM	07/25/2019	Can we install removable bollards by the north east corner of Main and the parking (where the handicap parking spots are).	MAN	CMOENCK	MAINT	0.00	Summer Project

* W/O Completed by CMS staff, but not yet entered into system.

CL/CA	Cleared/Cancelled
A	Active
RM	Reactive Maintenance
CM	Corrective Maintenance
PM	Preventative Maintenance

Work Order Completion Summary	
DEC 2021	
Total Completed	158
Generated	182
Gen/Completed	99

Old Business

- On track to have the baseball netting completed by the start of Mark Morris baseball season. This is being removed as a standing item.

New Business

- Janel will email Mindy Leasure to inquire about what type of safety audits they currently perform on their playgrounds.

Next Meeting: Thursday, February 3rd 2022 on Zoom.

Adjournment

Motion: Rheba Rukkila

Second: Tracy Stanley

Approved: All