



Safety Committee Minutes

Call to Order (August 3rd, 2023)

Present: Janel Skreen, Jason Arrowsmith, Nolan Wheeler, Merry Bond, Shane Rivera, Chris Wood, David Maxon, Kali Brandt, Rebecca Noce, Brian Mack

Absent: Ryleigh Leatherwood, Richard Hamilton, Dave Gomez, Rheba Rukkila, Armando Herbelin

Reading and Approval of Minutes from Previous Meeting.

Minutes Accepted: Yes

Moved: David Maxon

Seconded: Nolan Wheeler

Agenda Accepted: Yes

Accident Reports

Date of incident: 5/8/2023

Description of Incident: A student employee cut their hand while running it along a metal corner guard on the wall. This occurred in ADC.

Notes: The damaged corner-guard was reported to CMS when a work order was generated. Janel Skreen will ask Richard Hamilton (CMS Director) if his team will inspect other corner guards around campus for similar issues at the request of the committee.

Date of incident: 7/06/2023

Description of incident: Security cart caught on fire due to electrical malfunction.

Discussion: The malfunction occurred due to mis-wiring in the cart. The fire was terminated promptly by maintenance personnel who were summoned to the scene. The cart was then towed to Campus Services for repair. The issue has been corrected and a small extinguisher has been added to the cart.

New Business

- Jason Arrowsmith shared the plan to reinstate “Safety Week” for campus at the beginning of Fall term.
- Jason Arrowsmith also explained that safety and security training is available at any department's request. There will be a “Run, Hide, Fight” training for employees during Welcome Back Week.
- Janel Skreen mentioned that she plans to run a campaign around earthquake safety awareness to coincide with the Great Shake Out drill this October. She also encouraged the committee to bring safety themes forward for promotion throughout the upcoming academic year.

Old Business

- Accident Prevention Plan review tabled until October when faculty return to campus.

Meeting Adjourned at 1:27pm, motions by David Maxon and seconded by Merry Bond

Next Meeting

Thursday, September 7th @ 1:00pm on Zoom. The next two meetings will be on Zoom. Potential meeting place change coming after October 2023.