

SAFETY COMMITTEE MEETING
Notes 10-04-2011 - WWY 218 12:30PM-1:30PM

Present: Stan Linder, Chair (Associate Director GDS EHS), Kao Saeteurn (Maintenance Manager), Lian Sell (Human Resources), Kathleen Ward (CWU), Marcos Valle (Faculty Rep), Paul Poppe (Contract Administrator), Kerry Murphy (OSHA Health & Human Services)

Absent: Christina Hanson (Science), Phil Tutt (Security), Aznan, Mor Lee (student reps)

Safety Committee minutes are currently being posted on the NEW Environmental Health & Safety WEB page.

OLD BUSINESS:

- CHECK OUT THE NEW ENVIRONMENTAL HEALTH & SAFETY WEB SITE- Stan demonstrated/navigated the site for MSDS information and Department of Ecology for storm water and Greenhouse Gas Reduction.
- CHECK OUT THE NEW HR SITE. Lian- She showed the new HR site with the current online accident form, additional HR forms that would be helpful for all employees. She will be working on "Instructions on what forms might be required and how to fill them out.
- UPDATE WHAT HAS BEEN HAPPENING DURING THE SUMMER MONTHS.

EMAT (Emergency Management Action Team)

Emergency Operation Plan- Accepted by PC

Emergency Assemble areas and Maps- Classrooms and Office Areas

Fema Training for EOC with Edcc Staff- Command Center in Aug 2011

Training Oct 07-2011 for Building and Floor Captains along with Equipment and Backpacks for each member.

Mass Notification

Paul is submitting a proposal to PC Oct 17- Clocks with messaging and speakers in classrooms, speakers for mass notification in hallways, buildings, and outside areas.

Message texting for smart phones- Regrouping- available for students currently (email and texts)- emat

NEW BUSINESS:

1. My one concern is the lack of land lines in my classrooms. My cell phone frequently does not get any reception inside the buildings on campus, and I'm not sure what I would be able to do in an emergency. My one concern is the lack of land lines in my classrooms.

1. Checking with Ryan concerning phones:- Once building captains are trained. Emergency numbers/address will be update on landline phones.

1.1. There is not enough physical phones for all areas and currently our phone system is maxed out and difficult to add additional phones, but Ryan is checking on this aspect and including it with the EMAT report for Jean.

1.2. Areas that have good cell phone coverage could have their phone moved to areas that have bad coverage. Potential risk areas would be first in line for the phone coverage.

2. We have a problem in the Greenhouse- there is no working telephone. It is in an isolated location and cut off from most of the college. The phone has not been working for more that 4 months. We have been complaining on a regular basis but not brought it to this committee before.

2. Rick Weitz has a work order and will be working on it this week to solve.

3. My concern is about the Persona card reader door locks for the classrooms. As far as I can tell, the only way to lock the doors is with our cards, from the outside. What happens if we need to do a lockdown? I think there are conceivable situations in which it could be dangerous to be outside the door when you are trying to lock it. Is there a way to make the doors lockable from the inside?

3.1 The controls are only located on the outside. The instructor would have to open the door and double tap the card holder to lock the door. IF the instructor was concerned about locking the door. They could wait until the students arrived and before starting the class, they could double tap to lock and then single tap to let themselves in and the door would lock behind them. This would mean that if a student came late or someone wanted in that they would have to let them in, but this would be a safe method. They would have to remember each time.

3.2 Manual door stops could be added to each door if it opens to the inside. If it opens to the outside then a dead bolt could be mounted. This was suggested, but after discussion with Paul and Phil, this would be a bad idea. Someone could lock people inside the room, and people always have to be able to get out....quickly.

3.3 Lian asked "why do we have two different systems" The outside started with blackboard and then individual labs wanted a locking system. Blackboard was very expensive, so security went to persona locking system, which was much cheaper per door and was a stand alone without running power. They are working on tying the two together.

AROUND THE TABLE:

Kao:

- Working on the winter lighting schedule for parking lots and buildings.
- Adding additional sensors and extra parking lot lights (Parking Lot C- Seaview Gym)

Kathleen:

- Student concerned about walking home from Snoqualmie Hall after late night class. Security offers to walk them to their cars, but not off campus to their homes. Everyone felt that the college could not give them advise or solutions, since this was an off campus situation. We asked Kathleen to direct her to George Smith or the Student programs that might link her up with other students or dial a ride service.

Paul:

- Torte Claims concerning safety issues around campus (Mulkiel incident with student being struck by evacuation door) This issues has been addressed, but bills from her doctor are still being processed.

Lian:

- Working with Nettie on "If you are injured" packets for employees.

Adjourned, 1:35PM

Next Meeting: TUES Nov 1, 2011