

The Evergreen State College
Health and Safety Committee
Meeting Minutes for
3/6/02

Meeting was convened at 1:12pm

Present: Robyn Herring, Burt Guttman, Kathy Dean, Mike Anchors, Kort Jungel, Peter Robinson, Peter Pessiki, Chuck McKinney, Gary Russell and Sam Pooley (chair)

Pooley began the meeting asking for issues about the February meeting minutes.

- There were not complaints or issues.
- Meeting notes were accepted from the February meeting with no change.

Pooley then stated that Kathy Dean would no longer be able to be the minute taker for the Health and Safety Committee.

- Pooley then asked for a volunteer.
- There were no takers.
- Anchors offered a suggestion that it be a rotating duty.
- This was accepted and notes will now be taken on a rotating duty.
- Those who have recorded are Kathy Dean(2) and Mike Anchors.

Moving on in the agenda Pooley then posed a question as to Who we are? and What are our responsibilities as a committee?

Who we are:

- A committee comprised of Evergreen community members
- 6 union members that are selected via an election or nomination process by the union.
- 6 exempt staff members that are appointed because of their role in the campus community.
- 1 or 2 Faculty members
- 1 or 2 Students
- Member are elected for 1 year with no limit on terms served

Questions were raised as to the make up of our committee especially regarding student involvement. Herring stated that the student position was on a volunteer basis. She also stated that there was no response to the ads that were posted in the Cooper Point Journal.

Committee members should look to recruit students to be on the committee. Remember this is a volunteer position and is not paid.

Union management is looking to change the make-up of the Health and Safety Committee.

What we do:

- Make recommendations to prevent accidents on campus.

- Provide annual reports.
- Respond to Health and Safety issues on campus in a timely fashion.
- Act as representatives for our specific areas and for the college as a whole in regards to the safety and well being of the campus.

Accident Report:

Herring passed out the compilation of the reported campus accident reports covering the days of 1/2/02 – 2/11/02.

Herring noted that there were a lot of slips and trips. She also stated that a contractor would be coming this Friday, March 8, 2002, to test a new product on an area of the brick between the Seminar and Lab buildings. It is hoped that this product will make the bricks in Red Square less slippery during the winter months.

McKinney asked if the incidents that took place in housing were student workers. Herring confirmed that they were. She then went on to explain that most of the student reports were student workers.

The accident report's main purpose was to get the health and safety issues out into the open for the committee and the campus community.

Herring stated that an accident prevention program is not implemented but is in the process.

Anchors then asked about specific issues in the recreation center, such as a sprained ankle that goes unnoticed. It was noted that things like that injury may be missed but any time documentation can be taken would only benefit the college.

Smoking on Campus:

Jungel stated that he had spoken to Meredith Huff about the existence of an anti-smoking program on campus. He found that there was nothing offered for the campus community.

Herring asked Jungel to ask if the tobacco settlement could possibly fund a campus anti-smoking campaign.

The committee then continued a discussion about smoking on campus. It was brought up by multiple committee members that there is still an issue about the location of the smokers on campus.

Areas of concern were specifically located around the Library building. The 1st and 2nd floor areas were an issue. Robinson gave an idea as to move the smokers further down the library overhang so they were not standing in front of the 2nd floor entrances. The committee agreed that something needed to be done.

Pooley asked for volunteers to lead up an anti-smoking committee for the campus. Jungel volunteered because of his time invested so far and Pessiki will join him. Pooley then handed off a group of emails that he had printed out in regards to that issue. Jungel will make copies and deliver them to Pessiki.

Accident Prevention Program:

Guttman and Herring are in the process of working on this. There is something in writing but it is in draft form.

Emergency Response Plan:

Herring stated that the Upper Management of the college has requested the need for Emergency Response Plan for the college. Herring has completed a very rough draft for emergency response plans for earthquakes, bomb threats and fire. She stated that we are still in the process of finalizing these plans and moving forward on the drafts for volcano eruption and terrorist attack.

Herring will email the committee the rough drafts of the work she has completed.

Trainings:

Herring informed the committee that on 3/19 & 3/21 flagger training will be given to members of the grounds crew, parking office and mechanical services department.

Herring also informed the committee that respirator training would be given to the shops staff and mechanical services department in the near future.

First Aid Equipment:

The issue of first aid equipment was brought up to the committee. In that discussion the issues were first aid equipment and

- Knowledge of their locations
- Inventory of the kits
- How to restock the kits
- What products to restock them with
- Where to purchase the products

Robinson asked for the issue of restocking to be as simple as possible. One idea given was to use Health Services as a wholesaler for the products. Dean then asked Robinson if Lab stores could be use as a wholesaler. Robinson said yes that the Lab stores could be used as the wholesaler for first aid supplies.

The question was raised as to what exactly needs to go into a first aid kit. McKinney, Robinson and Herring will work together to create an itemized list for a proper first aid kit. They will bring their list to the next meeting for the committee.

Herring also brought up in the discussion that all supervisors need to have first aid training.

Anchors asked that Herring talk to Art Costantino to get the first aid training on the list of the required lists of training for the Student Affairs staff.

Fire Drill

The fire drill will take place on Wednesday, April 10, 2002 between 9:30 and 9:45am.

Herring needs volunteers to pull fire alarms. Those who volunteer will need to meet 30 minutes prior to the drill time.

Chemical Safety in the Lab Buildings

Pessiki brought the issue of chemical safety in the lab building to the table. In specific he mentioned a drawer that had some chemicals spilled into it during the earthquake and does not work properly. He also mentioned that he did not think that all the electrical outlets were hooked to a breaker to automatically switch off if the appliance that was being used got dropped in water because they all did not have the red breaker switch.

Herring said that there is usually only one specific outlet that had the red breaker switch when multiple outlets share the same breaker.

Pessiki, Herring and Robinson also agreed that for the most part the preventive maintenance (i.e. lips on shelves, plastic coating for containers) worked well during the earthquake of 2001.

Tacoma Campus

Pooley brought up the subject of Health and Safety at the Tacoma Campus.

Herring noted that all incidents that happen at the Tacoma Campus would show on the monthly Health and Safety Accident Report.

The committee made the request to have a member of the Tacoma Campus on the committee.

Herring will make contact to assure that a member of that campus is added.

Web Site

The Health and Safety Committee will be combining its two web sites into one.

The email address will be HSC@evergreen.edu

It was also discussed that those in the committee posting messages that speak for the committee need to get the committee's approval before posting the message.

Meeting adjourned at 3:02pm