

Safety Committee

Meeting Date: 09/28/17

Agenda

Attendance

Present: Chris Loos, Rita Dingman, Jacci Netter, Al Raeker, Leanne Pearson, Jerold Mishow, Larry Gordon, Kateri Mayer, Alex Veillette

Not Present: Missy Majerus, June Hirdler, Brian Johnson, Karen Middendorf, Anthony Wolbersen

Meeting start: 3:00 pm

Old Business

1. New "Latchblocker" Device to Test

- a. We have decided to test a product called the "Latchblocker"
- b. Durable option, replaces existing strike plate on doors for easy install
- c. Will test on some higher traffic classrooms and office suites
- d. This will be a solution that will carry us through until card access can be installed on interior doors throughout campus. May be years away so needed a "permanent" temporary solution

Chris noted that several instructors have already reached out and volunteered to test this device on their doors. Will give it some time before reaching out for feedback. So far, has heard positive things.

2. Building Re-Keying Project Update

- a. Northway building rekey is about 98% completed. Need to rekey some cubicle doors and conduct a final walk-through to see what may have been missed Chris noted that the work is scheduled and that we are awaiting the vendor's arrival to campus. Should not take but a day or so to complete.
- b. CTEC building has been rekeyed Process ran smoothly. President's office suite is keyed separately from the rest of the building. Staff and faculty have adequate access for the areas they need.
- c. Will begin reviewing the Health Science Building and the Heartland Building for potential rekey Chris noted that this project has not begun and that he is letting things cool down from the rekey of the first two buildings. Wants to fine tune the checkout system and make sure all hiccups that occurred have been addressed before proceeding with more buildings.

3. OSHA Consultation Update

- a. Next scheduled OSHA consult will be October 17th, 2017
- b. Will tour the Chemistry lab, chemical storage, Biology, and Automotive

Chris offered anyone at the committee to join in on the consultation visit. Chris stated that anyone interested should reach out to him at this meeting or via email later on.

4. Security System Upgrade Project

- a. Committee was formed to discuss needed upgrades to security related systems on campus
- b. RFP was posted and we received two responses. Reviewing and scoring responses

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- c. Group will meet with the two vendors next Wednesday and Thursday as they will present their submittal and we'll have an opportunity to ask additional questions
- d. Will address items such as camera/card access/intrusion/mass notification interoperability (unification)
- e. Final decision will be made on Friday, October 6th on the system we'd like to move forward with
- f. Submit proposal to leadership to fund the project

Chris noted that the final decision to move forward was at the discretion of President Kloos. The committee could make a recommendation; however, that recommendation could either be approved or denied.

5. Campus First Aid Kits

- a. Cintas has been contracted to provide and service our campus first aid kits
- b. New cabinets installed in most of the trades areas
- c. Older cabinets are Cintas, so they will take those over and restock them as well
- d. Will check and restock cabinets monthly
- e. Maintain OSHA compliance

Having fully stocked first aid kits is a very important OSHA requirement and Chris noted that he moved forward with this service in order to maintain compliance and ensure students, staff, and faculty had access to appropriate first aid supplies. Chris also noted that the up-front cost of the new cabinets and the restocking of older cabinets may be high, but over time that cost will even out and likely be similar to, or less than, what was being spent on supplies before contracting the service.

6. Employee Injury Report Update

- a. No employee injuries have been recorded this month

7. Open Floor

Larry noted that the door between Auto Body and Medium/Heavy truck (245F) had been missed during the rekey project. Larry stated that it was not causing any problems, but that he just wanted to let Chris know. Chris documented the issue and will take it up with the vendor at another time. A request was also made by Larry and Alex to provide "finger covers" in the first aid kits in their area as well as metal tweezers. Chris mentioned that all plastic tweezers in these kits were to be replaced with metal ones already, so if that was not done to please let him know.

Meeting was adjourned at 4:00pm

--End of Meeting--