

Meeting Date: 02/05/2019

Meeting Location: 1-287 (Transportation Conference Room)

Meeting Time: 3:00 pm

Present: Chris Loos, Brittany Tschida (WFC), Rita Dingman, Al Raeker

Agenda

1. Safety and Security during Chris's Absence

Chris stated that his daughter is due at the end of February, and that he is going on parental leave. Mark Moline, recently retired from the SCPD, will be taking over on an interim basis to keep security operations functioning in his absence. Mark will be limited in duties, and will not be making any changes during Chris's absence. In regards to safety, Ryan Haws will work with keys, safety inspections, and hazardous waste disposal in Chris's absence. Ryan will work closely with Jason Theisen so that all safety matters are addressed in a timely fashion.

Chris stated that he will be making himself available if needed while he is away. Although he doesn't imagine too many calls will come his way, if something does come up he is more than willing to come to campus and help. He will continue to be a resource for Ryan and Mark while he is away. Subsequent committee meetings will be scheduled upon Chris's return.

2. Fall 2019 Fire Drill and Spring 2020 Severe Weather Drill

Chris met with Faculty Shared Governance and it was suggested that he meet with the Calendar Committee to discuss the dates and times for fire drills and severe weather drills on campus. Chris will reach out to the appropriate person to be added to their agenda so that he may discuss the timing of the drills. Chris explained that previous drills caused concern about timing (finals, labs, etc.) and he agreed it would be good to get on the same page as the faculty so that he can work to avoid issues such as these.

3. Emergency Response Exercises (needs?)

Chris stated that he has received requests for safety evaluations and drills in different areas of campus, (front line Northway building, bookstore, etc.) Chris is working on a plan to address those trainings when he returns from leave. He will look into Police Department resources, like the HSB training, and see what can be done. Chris said this is a need that will be addressed as soon as possible, with proper planning.

4. Review of

- Reports of personal injuries and illnesses;
None

Safety Committee

- Property damage
None
 - Alleged hazardous working conditions None
5. Update on walk-around inspections
- Ryan Haws is evaluating areas as he delivers packages on campus. He is also conducting eye wash station checks, safety checks, and is working on a plan to inspect ladders on campus over the summer.
6. Update on building security issues

No new concerns have been brought up regarding building security.

7. Status of employee safety training

Employee training provided on ELM. Chris states that completion rate reports can't be run on his end of the program. Chris mentioned that he is working on providing training to supervisors. Supervisors have the ability to see the progress of their employees, and discussions will happen in the near future regarding a transition to supervisor overview of training completion (i.e. communication about incomplete training, annual eval criteria, etc.)

Open Floor:

No issues discussed. End of meeting.