

Safety Committee

Meeting Date: 05/07/2019

Meeting Location: 1-287 (Transportation Conference Room)

Meeting Time: 3:00 pm

Agenda

1. Winter Weather Review

This past winter brought us several slip and fall reports. One report in particular was a student who fell and broke her leg and required surgery. It was noted that Facilities worked hard day in and day out to stay on top of the falling snow. Safety and Security also sent out emails regarding winter weather safety tips. Another email that went out from Safety was a description of the snow removal efforts to date (as of February 5th). Here is that breakdown:

Dear SCTCC Community,

Please be advised that recent winter weather has created slippery walking and driving conditions on campus sidewalks and parking lots. Remember to walk cautiously (penguin walk) and drive cautiously as you navigate through the campus. In addition to snow removal, the SCTCC Facilities Department have taken the following actions for our recent winter weather since very early Monday morning:

- Applied approximately 2500 pounds of sodium chloride to sidewalks (effective only to a temp of -5 degrees)
- Applied 7 tons of road salt to the parking lots
- Applied 8 tons of liquid brine solution to parking lots and their adjacent sidewalks

During a typical snow event, the amount of product applied to our lots is:

- 1200 pounds of sodium chloride
- 4.5 tons of road salt
- NO brine

Facilities staff are monitoring the condition of the parking lots and sidewalks on an ongoing basis. If you discover an area you feel requires immediate attention, please contact Jason Theisen at jtheisen@sctcc.edu (320) 308-6012 or Chris Loos at cloos@sctcc.edu (320) 308-6158.

We do not have updated numbers for the rest of the winter weather events, however, similar efforts were noted as taken place and if updated numbers are required, Chris can reach out to Facilities.

Jacci brought up the area of the parking lot where the lot slopes to the drain. Melt/Freeze concerns.

Rita brought up the snow piles in the HSB lot. Curious as to why parking spaces were being used for snow piling.

Rita also brought up school cancellations from the winter weather. Larry also shared concerns regarding the timing. Wanted to know why we didn't cancel/close as soon as we found out that SCSU cancelled/closed. Chris stated that there are a lot of factors that go into the decision, such as Customized Training classes, that need to be accounted for before a

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decision is made. Chris is not involved in the decision making process, however, is certain that many different people are asked about how a closure/cancellation would affect their area while taking in safety concerns of travel. It may be a good topic for an in-service to go over what all goes into making this decision.

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

Chris met with the Calendar Committee to discuss Fire Safety Week and Severe Weather Awareness Week for the upcoming academic year. Noted was the fact that the official dates of the events haven't been announced yet by the NFPA and State of MN, however, SCTCC has made it's best estimate on when those dates would be announced. Tentatively, we have Fire Safety Week planned for October 7th through the 11th, 2019, with the Annual Fire Drill scheduled for Tuesday, October 12th. Time TBD. The Severe Weather Awareness Week is tentatively scheduled for April 13th through April 17th, 2020, with the Annual Tornado Drill scheduled for Thursday, April 16th time TBD. This drill coincides with the MN Statewide Tornado Drill.

3. Emergency Response Exercises (needs?)

Recent events such as what occurred in the HSB in April (sparking outlet which led to building evacuation) demonstrates the need for additional emergency response exercises to take place. Exercises will be built and planned over the summer so that they can be implemented in the Fall/Spring during the academic year. We want to emphasize practicing not only emergency evacuation, but also our "Run, Hide, Fight" response to an active threat on campus. Chris noted he would need to reach out to the PD to team up in exercise design and execution. We want to make sure that students are involved in the exercises.

4. Review of

- Reports of personal injuries and illnesses;

Several employee slip and falls reported since last committee meeting. All due to weather conditions and missteps. There was one report of employee injury that could have been avoided had proper PPE been worn (i.e. bumped head in smaller mechanical space) and a report of a smashed finger that could have been prevented by communicating better with their coworker while moving heavy equipment. No loss of time reported.

- Accident investigations

None

- Property damage

None

- Alleged hazardous working conditions

None

5. Update on walk-around inspections conducted by

- COPE inspection reports

Inspection report was provided to the group. The report in hand is not the most up to date version as there were some misidentified rooms (Jason Theisen has since said the corrections were made on the document sent to the state of MN).

6. Update on building security issues

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Chris states Security will be working over the summer to identify main entrances to campus and closing peripheral entrances (i.e. making them exit only). Too many doors to campus left open throughout the day and the concern is that we have several points of entry that are not under video surveillance. This is a hazard as someone with bad intentions could choose a side door to enter buildings undetected. We want to funnel people in through doors that are monitored, and have a front desk presence where possible.

Video cameras have also been reviewed and a proposal has been submitted to Lori Kloos regarding next steps for the video system. It was noted that our current software is no longer supported and we need a new platform to run our video on. We are waiting to see how budgets come in after the current legislative session. Hope is to purchase the new system ASAP. Fire system is also waiting on Legislative budget talks. Northway building is set to install a new system if approved.

7. Status of employee safety training

Employee training provided on ELM. Unsure on the current completion rate of trainings, however, reports will be run soon to figure that rate out.