

Whitman College Safety Committee

Minutes of Meeting – January 8, 2013

Present

Absent

John Hopkins – Chair, Physical Plant Rep

Welty Center Rep

Marge Jessee – Secretary, RCC Rep

Kathy Rogers – Advisor

John O’Neil – Employer Rep

Dennis Hopwood – Employer Rep

Lisa Perfetti – Faculty Rep

Craig McKinnon – Memorial Rep

Bryan Lubbers – Div I/Tech Rep

Dona LaFran – Div II Rep

Martha Holt – Div III Rep

John Eckel – OP/Sherwood Rep

Lynn Woolson – Art Rep

John Hopkins was running late so John O’Neil called the meeting to order. Per Peter Harvey, John O’Neil will replace Brian Fortin as an Employer Representative.

The minutes of the November 2012 meeting were approved.

Old Business

We had food catered by Bon Appetit so that we could personally see the wicked fuel food warmers that Bon Appetit uses. We all enjoyed lunch. John O. is going to draft a recommendation that states when a plug in warmer is not available to use, someone must be present at all times during usage of an open flame food warmer.

During a building emergency, security should be contacted first. Security will then contact John O., who will then contact the necessary people of that building. Martha asked who should be called in the event of a gas leak. The correct procedure is to call Security. They will then contact the necessary people.

Additions and changes continue with the Safety web page. There will soon be an area for anonymous suggestions. There is also going to be a drop down box at the Physical Plant service request page where you can check if it is a “safety issue”.

New Business

Harper Joy Theatre had an L & I consultant come to evaluate the usage of the 45 foot ladder. There are some changes that will need to be made. The recommendations have been sent to Dan Park.

John Hopkins volunteered to remain the chairperson for the year of 2013. No other nominations were made. The committee approved John as the chair for another year. Marge announced that she would like to retire from the Secretary position. Lynn Woolson volunteered to be the secretary for 2013. The committee approved.

There is going to be a Technician's Safety Group that will cover issues of people that work solo. The group will meet on a quarterly basis. They will receive proper training and inspect areas where people work alone. Dennis suggested checking with other schools to see what safety procedures and guidelines they have for employees and students that work alone. A possible recommendation would be that students who work alone after a certain hour would be required to have some sort of buddy system. The Art Dept., Science Dept., and Theatre are probably the areas most affected by this. Craig brought up a conflict with the "buddy system" in some areas that Security is not to allow unauthorized students. He would like to see faculty change this standard and accept the "buddy system". John O. will write up some recommendations. Martha and Lisa will speak with the Division III chair, Mark Beck.

John O. is putting together training classes that Whitman employees will attend. He is working with Human Resources to establish regulatory training classes for each position. HR will notify supervisors and the Safety Dept., when employees need to take certain classes to stay compliant just like with sexual harassment training. Employees will only be required to take some of the classes one time.

Kathy will be emailing us the Construction Standards Accident Prevention Program for us to review. There are two separate groups: (1) general (2) construction.

Kathy also reported that she had received the 2012 L & I report. It was an exceptional year for Whitman College employees. There were only 6 recordable injuries, 2 that remain open. There were 200 work days lost and 29 restricted work days.

John Eckel brought up the need for a pool lift. The one we have now does not meet current standards. John O. will meet with Jenn Blomme to discuss this.

The next meeting date was set for March 12, 2013. Place to be determined.

Respectfully submitted,

Marge Jessee

