

**Safety Committee Meeting
Whitman College
September 25, 2018, 1:00 pm**

Present: John Hopkins, Fred Miller, Kathleen Hutchison, Bryan Lubbers, Kendra Golden, Kathy Rogers, Paul Dodez, Shane Watkins, Dan Schindler

Absent: John Eckel, Bridget Cummins, Matt Stroe, Lisa Holmes

APPROVAL OF MINUTES

Safety Committee minutes from 7/10/2018 were approved with no additions or corrections.

OLD BUSINESS

Website review: [Appendix-I of the Accident Prevention Program](#)

- Fred has made corrections to Appendix-I, and the Webteam has corrected problem web links on the web site.
- Motor Vehicles and Utility Carts policies are pending approval from the city attorney.
- Committee members should review for discussion next meeting prior to final approval.
- Fred will start working to add information about employee training sessions.

NEW BUSINESS

- Emergency Preparedness Update:
 - Work has been done this past year on redevelopment of our College's Emergency Preparedness Plan. A consultant was hired to review the college's plan, and to present workshops to Cabinet Officers and Safety Staff. With the consultants feedback and information learned from the workshops, modifications were made to the Emergency Preparedness plan. Once the new draft is approved by the Cabinet, it will go live on the college website.
 - The consultant is returning in October to present a 1-hr session in Maxey Auditorium for students, faculty, and staff. The 1-hr session will be offered eight times to allow all community members to attend. Public is welcome.
 - The consulting company will also be reviewing the current language used for campus emergency communications. Currently these communications are run through the Blackboard Connect program, and then a parallel communication goes out to all campus phones via the InformaCast program. Since Blackboard Connect and Informacast cannot be linked, other programs are being reviewed. Blackboard Connect was renewed for the year, so a change would not take place until late summer 2019.
 - Our Emergency Communications Group (Matt Stroe, Mike Ostermann, Gina Ohnstad, Kevin Kelly, Fred Miller) is working with the consultant to identify a software product that would connect this group easily for rapid communication, as well as implementing use of radio gear to hear 911 dispatches for prompt response to Whitman campus issues along with the Walla Walla Emergency teams.
- Labor & Industries – recent campus visit:

Fred invited L&I for onsite visit to review College's Accident Prevention Program for thoroughness and accuracy, as well as the Confined Space Program (space not meant for continual human habitation). Good feedback was received, deadlines to correct a few items were met, and L&I has closed the consultation for Whitman College. Other recommendations were given with a one-year grace period, and Fred will follow up on those items.

- Blue Mountain Consulting is currently working in each campus building on asbestos surveys which should be completed by this December. These surveys will be stored at Plant Services for review prior to any future campus renovations.
- Kendra Golden reports sending an email to students about road safety. This was in response to students seen darting out in front of traffic. Kendra will follow up with Kazi Joshua.
- Kathy Rogers reported nine injury incidents on campus since July 11. To date the college has four open claims with Industrial Insurance.

Next meeting: TBD