

Safety Committee Meeting
Whitman College
January 22, 2020 at 11:00 am

Present: Elliot Broze, Paul Dodez, John Eckel, Kendra Golden, John Hopkins (Chair), Bryan Lubbers, Kathleen Hutchison (Secretary), Fred Miller, Nicole Redman, Kathy Rogers, Linley HaneyNixon

Absent: Telara McCullough, Dan Schindler, Marvin Viney

Approval of Minutes

12/10/2019 meeting minutes approved. Posted on the Safety Committee webpage - <https://www.whitman.edu/environmental-health-and-safety/safety-committee>.

OLD BUSINESS

- Fred gave update on RF Radiation investigation of cell phone antennas on Maxey Hall roof. Whitman College has responded to citation from Department of Labor and Industries (L&I) for deficiency of training and identification of hazard zones. The college hired a consultant to create a more in-depth safety program, and a training session was held for employees who access the roof. The college purchased personal monitoring devices for employee use on the roof, and purchased steel barricades to install around the antennas. The L&I Inspector attended employee training and reviewed the college's program, then sent a letter stating the college had met requirements, and the claim is now closed. The L&I document posted in Human Resources Office will be removed.
- In Marvin's absence, Linley attended this meeting to give update on building captains program. Memorial and Technology buildings completed emergency exercises, which went well. Fred reports that he and Marvin purchased equipment for building captains to use during emergency issues. The equipment is stored in a yellow bag and kept by an emergency exit in both Memorial and Technology buildings. Fred is working to update evacuation maps for campus buildings and will distribute to building representatives for posting in various locations in their building.
- Fred and Kathy from Safety Office give monthly safety training to Plant Services as well as housing custodians, and routinely works with Division and Department Chairs to train faculty, as well as Science employees and students who work in labs. Required fire drills are completed annually in all campus buildings, including the student residence halls.
- Accident Prevention Program's Appendix 2–Emergency Action Plan was reviewed by members. The fifth bullet, "Supervisors are responsible for accounting for all personnel within their department", was identified as needing update once the building captains program is up and running across campus.
- **ACTION:** John Hopkins handed out copies of Accident Prevention Program's Appendix 3–Fire Prevention Plan to each member for review and discussion at the next Safety Committing meeting. Also found at <https://www.whitman.edu/environmental-health-and-safety/safety-and-environmental-programs/on-the-job/accident-prevention-program>

NEW BUSINESS

- Kathy Rogers reports there were no accidents since the last meeting. She presented final numbers for calendar year 2019. A final report will be posted in Human Resources by February 1.
 - 11 total employee injuries: one missed days away from work, six had a job transfer or restriction status, and four were injuries with no time loss, no restrictions, no change in job status.
 - 30 days lost from work (one employee)
 - 334 total days for job transfers and restrictions
 - Using the stay at work program we received over \$10K in return for employee wages
- The Fire Loss Prevention Specialist will be on campus in two weeks and escorted around campus by Fred Miller to review workspaces, labs, and storage closets, etc. Please look around your work area and make sure it is decluttered, and that extension cords are being used properly.

NEXT MEETING scheduled Wednesday, February 19, at 11:00 am in WCTS room 132.