

# Safety Committee Meeting

Date & Time: December 20, 2011

Campus & Room # 115/545

## MINUTES

Attendees: Jesse Adkins, Bob Gooden, Julie Fenning, Sandy Bratvold, Danika Braaten, Bryan Berger, Clinton Castle, Kent Wagner

Absent: Becky Lindseth, Rob Jung, Jeff Laskowske, Corey feller, Jerry Hanson, Curtis Zoller, Andrew Dahlen, Biggi Haraldsson, Shannon Boen

Topic	Responsible Party	Discussion/Outcome
Injury report	Julie	There are no reports of recordable or non-recordable injuries.
Required Training (Passenger Van/Trailer Towing)		The deadline will be extended to April 1, 2012. Beginning April first employees or students will not be able to drive the van or pull a trailer without the required training.
Walking Route Update	Bob	Bob updated the committee that after checking into it, the waking route was fine. We are informing people what the distance is not where to walk. There are no liabilities issues. Discussion was held. Employees could request the use of a safety vest if they would like to walk on the walking route. Vest will be left at the front desk with Karen and an email will be sent out to notify everyone that this available. Julie will contact the healthy campus committee. Facilities will work towards a new sidewalk when funds are available.
Airport Advisory Council Update	Biggi/Curtis	tabled
Other-Safety Goggles		<p>Safety glass station set up with safety glasses for uses/tours of shops. It was discussed that students should sign in with the tour people and then should get handed out and safety personal protective equipment that would be needed. Lynn at the airport, Gene Klinke, Nic Thompson. Check in and out. Organized tours/customers/visitors should follow the sign in/out procedure. Some could be kept at the front desk and in the area where the visitor/customer. A box kept in shops with faculty as needed. Signs should be up that says you need safety glasses.</p> <p>Julie will send out email to the appropriate faculty, admissions, and front desk staff. Safety glasses required signage will be reviewed so that all areas that are required do have these signs. Julie will place an order for new signs as needed.</p> <p>Julie will check to see the biology labs need splash goggles or if safety goggles are adequate.</p> <p>Julie will send out a list this week to let you know who still need to complete their safety training.</p>
Employee Training		