

NCTC Safety Committee Minutes

Thursday, May 7, 2015

(Rescheduled from Tuesday, April 21, 2015)

12:00 – 1:00 p.m.

Room's 149/601/AV_AC13

Members Present: Julie Fenning, Clinton Castle, Amanda Johnson, Bryan Berger, Colleen Kukowski, Curtis Zoller, Jesse Adkins, Michaela Current (Student Senate), Lynell Wayne, and Sandy Bratvold.

Members Absent: Becky Lindseth, Bob Gooden, Andrew Dahlen, Brian Huschle, Danika Braaten, James Jesme, James Retka, Kari Conner, Kent Wagner, Lisa StMichel, Mary Fontes, Shannon Boen, and Tyler Beckman.

1. **Injury Report:** No recordable or non-recordable injuries to report.
2. **Tornado Drill:** A discussion was held regarding the communication to non-speaking English students during emergency drills. The committee moved to have fire, tornado, and lock down drills reviewed during orientation.
 - a. **Overhead Announcements – TRF Nursing classrooms & lab:** A discussion was held regarding the feedback that the overhead announcements could not be heard in some locations on the TRF campus. In addition, Clinton Castle reported that Tim Bergerson, college electrician, is working on correcting this issue.
 - b. **EGF Annex building:** A discussion was held regarding the use of the EGF Annex building during a tornado drill. A decision was made that this building is not safe in a tornado and signage will be updated.
 - c. **Aerospace:** A discussion was held regarding the limited tornado spaces at Aerospace. **Action Item:** Julie Fenning, Clinton Castle and Curtis Zoller will work together to designate tornado spaces and update the signage.

- d. Hearing Impaired:** A discussion was held on options to assist with hearing impaired on campus. **Action Item:** Julie Fenning will check into resources to assist hearing impaired individuals with tornado drills.
- 3. Highly Pathogenic Avian Influenza (HPAI) Outbreak:** An update was given on the HPAI and the government declaring a state of emergency. In addition, Don Beckering will provide Julie Fenning with updates as they are available.
- 4. MNOSHA Visit Preparation:** A discussion was held on preparing for the MNOSHA visit on June 17/18. **Action Item:** Deadline to have all ticket items checked is June 15, 2015.
 - a. Newsletter:** A discussion was held on the newsletter Don Beckering sent out. Included in the newsletter was a list of the violations that OSHA has been finding on MnSCU campuses.
- 5. MS4 Annual Storm Water Meeting:** Jesse Adkins provided an update from the MS4 Annual Storm Water Meeting. The MS4 is mandated by the EPA to educate the public about storm water run-off at NCTC. NCTC hired LHB to take care of the paperwork and the audits.
- 6. Items from Committee**
 - a. Smoking Sign:** A discussion was held regarding the smoking sign on the west end of the building. **Action Item:** Replace the smoking sign on the west end of the building.
- 7. Next Meeting: June 16, 2015 in room 149/601/ AV_AC13**