

Montana Tech Safety Committee Meeting Minutes

August 21, 2008

Attending

Roger Jensen, Matt Egloff, Celeste Callaghan, Marilyn Cameron, Angela Johnston, Jeanne Larson, Julie Hart, and Steve McGrath.

Call to Order

Roger Jensen called the meeting to order at 12:00 p.m. in the Big Butte Room of the Montana Tech SUB. Minutes from last meeting were not available.

Review of Accidents since Last Meeting

Marilyn Cameron presented a summary of reported injuries and other disorders. The most frequent were from slipping on ice. Julie Hart suggested that Marilyn Cameron talk to Physical Plant about putting sand barrels at some key places where ice builds up, e.g., sidewalk on Park Street alongside Leonard Field as well as the parking lot on the west side of Leonard Field. Also to make sure sand buckets are replaced at building entrances.

Lab Inspections

Matt Egloff raised a concern about the lab safety checklists using only Yes-No responses. Several others agreed that some of the hazards are more important than others. Matt volunteered to develop a draft method. It will use the risk assessment approach of assigning each hazard to a category of probability and a category of severity. A cross tabulation table is then used to assign each hazard to a risk index category. The Committee agreed to encourage Matt to develop a draft and circulate it among Committee members.

Notification System

Marilyn Cameron briefed the Committee on the external notification system. She learned that one is not enough to reach the entire campus. A second speaker system will be needed to cover the HPER, Library, and new Natural Resources Building. She also reported on the internal notification system. The Safety committee recommended going forward with purchasing the software for the Event Notification System. Marilyn will pursue.

A subcommittee was formed to develop a versatile script for any verbal messages that may be broadcast on the notification systems. Volunteers for the subcommittee were Marilyn Cameron, Celeste Callaghan, and Roger Jensen.

One-Time Monies

The past allocation of one-time money for Safety Committee projects has been partially spent. New door latches and locks were purchased and installed on selected rooms in North Campus building. Marilyn Cameron is working to overcome obstacles involving purchase and installation of new lights in three locations on North Campus. Two different architects were contracted to design the lighting project but backed out of the project. In addition, the lights will need electrical energy, but the campus is trying to reduce consumption of electrical energy. One member suggested looking into solar powered lights for the new locations. Marilyn will pursue this idea. The one-time money from last years is still available for this project.

Montana Tech administration is anticipating some one-time money for 08-09, depending on final enrollment numbers. Marilyn asked the Safety Committee to discuss some ideas for new projects. Discussions ensued on the topics of (1) safety mats for building entrances, (2) AEDs for the Foundation Building and the Physical Plant building, and (3) a driver feedback radar sign. Those were projects on last year's list that weren't funded. Other suggestions included adding more sidewalk on the driveway to the tiers (from the stadium to Park St.) Jeanne Larson raised a concern for fume hoods in the S&E Building. She indicated that a few old ones need replacement, and some new ones are needed. Another suggestion was adding a paved path to the lower parking lot where the motor pool cars are now parked. Many users take the shortest route down the hills which is a safety concern.

Meeting was adjourned at 2:45 pm.

Submitted by Roger Jensen

Acting Secretary