

**Montana Tech Safety Committee (SC) Meeting Minutes
October 12, 2009**

Present: Doug Abbott, Amanda Badovinac, Sally Bardsley, Marilyn Cameron, John Getty, Bill Gleason, Julie Hart, Angela Johnston, Jeanne Larson, Steve Luft, Steve McGrath, Paul Miranda, Rich Pylypuw, Steve Salminen, Fred Sullivan, Karen Wesenberg-Ward

Absent: Paul Beatty, Louie Blood, Tom Bowler, Alan Couture, Matt Egloff, Roger Jensen, Mike Kukay, Mary North-Abbott, Maggie Peterson, Jace Swandal (note: the ASMT members were not notified of this meeting)

Call to order

1:02pm called to order by Sally Bardsley, acting chair

Secretary needed for 2009-10: no one volunteered. Will still need secretary. Please consider it.

Minutes from April 1, 2009 were approved.

Review of accidents since 2/09

Go back to Feb 2009 (LT=lost time, Med=medical, Rec=recordable, NRec= nonrecordable)

1. March 12- file cabinet tipped, person struck by plant, head, neck, wrist injured. Med, LT, rec
2. March 16- slip on ice, Med, no LT, recordable
3. March 31- person struck by ice in face, no medical or LT
4. April 7- burn from hot water steam, no med or LT NRec
5. April 30- Knee strain, surgery, Med, LT, Rec
6. May 30- back strain from sweeping, Med, LT, Rec
7. May 13- back strain from moving furniture, Med, no LT, NRec
8. August 10- cut meat slicer, Med, no LT NRec
9. August 18- tendonitis, Med, no LT, Rec
10. Sept 2- 2 employees stung by hornets, no Med, no LT, NRec
11. Sept 28- burn from hot water steam, no med, no LT, NRec
12. October 8- finger smashed, Med, no LT, R due to fracture

Marilyn is following up on some of the incidents, some are second occurrences

Rich P asked about being provided a summary of the incidents to review at the meeting. No identifying information on report.

Unfinished business:

- Lab inspections & follow-up
 - Everyone should be participating in at least 2 inspections, so fill in where you would like to inspect - will assign the rest.
 - Marilyn will send out schedule, forms and instructions
 - Every semester we go through the labs and High Hazard areas and conduct inspections w/ forms specific to area
 - Would help to have pictures of violations, can check out camera from Marilyn
 - Getty said Matt Egloff suggested a scoring system for lab inspections, allocate score to a score that helps prioritize the hazards according to their risk
 - Marilyn will follow up w/ Matt
 - Risk assessment using Pareto principle
- Text messaging update
 - Obama signed a ban for texting while driving for federal employees effective immediately
 - 675 faculty staff students signed up for the emergency text messaging service.
 - Tested desktop notification system today,
 - Can't enforce enrollment in text messaging; other campuses do as part of enrollment
 - The students are the hardest
 - Issue: CellularOne doesn't work with this system. M is trying to figure out why
- Lighting update
 - We got one time money to put external solar lighting on tiers

- Many glitches and delays for the past 3 years – architects back out, student project fell through. Still trying to get it done before winter sets in, but ground is freezing
 - Is still on hold
 - Must have someone that is insured
 - Can't find mounting pedestal
 - No installation specs available
 - Are around 25 feet long, 4.5 inches in diameter then must mount box, collectors, light
- Frank indicated he will not make it a student project

New business:

- Evacuation drills / emergency response assistants
 - Third year of drills
 - Fire dept comes up, goes thru buildings w/ emergency response assistants (ERAs)
 - Needs people to help evaluate drills
 - Needs someone outside of each building evaluating how everything goes communicating w/ ERAs
 - M will send sheet around with times & blgs that need volunteers and will contact them with information
 - Have had some complaints re assembly areas being too far but they are staying as they are
 - Every bldg has a handheld radio that has MTech channel
 - Marilyn has extras. Volunteers for drills can use radios
 - Sign-in sheets
 - M will send email to ERAs today
 - Doesn't need for sheets to be sent to her except in real emergency
Sign-in used if someone calls re a student, can use the sheets to see if the student got out. Hard to know who really got out, who actually signs
ER assistants have flags, vests and sign to post warning not to enter building.
 - PP checks elevators and fire doors, then people can return to building
- Pedestrian access from tiered parking - Can we add sidewalk to allow pedestrians a place to walk?
 - Jeanne – quit walking there because it is very dangerous, would be a good expenditure for one time money
 - Doug A – likely that there will be some one time money available, which would be a good use of this money. SC agreed to submit proposal when and if time comes

Other:

Everyone thinks the speed signs are good.

Suggestion to add 15mph speed sign to the pole of the radar sign.

Submitted by:

Sally Bardsley, acting secretary