Safety Committee Meeting  
January 28, 2013  
12:00 pm – 1:00pm


Absent: Heidi Beske, Terry Meschke, Lisa Matzke, Robert Scheidt, Jay Schmit

The safety committee meeting was held on Monday, January 28, 2013 via ITV. Al Kluever presided over the meeting.

Welcome and Introductions
Al Kluever welcomed and thanked the committee for coming.

Approval of Safety Committee Minutes from 12/3/12
Al Kluever made a motion to approve minutes  
Seconded by Eric Weller

Review of Incidents
Due to an incident in the community on January 13, 2013, it was decided that the North Mankato Campus should execute a “soft lockout.” There was some confusion as to the definition of “soft lockout.” It was determined that plain language should be used in the future.

There was some question of whether or not SCC would have received notification of the incident in the community if a relationship did not exist between SCC and the North Mankato Police Department, and the need to develop a similar relationship with the Faribault Police Department.

The North Mankato Campus experienced a power outage on January 24, 2013.

Review of communications
There is a limited time to get a message out while the servers are on battery backup. We need to indicate which campus is affected when using Star Alert.

There is not enough participation in the Star Alert system from employees or students.

By-laws discussion and review
AFSCME currently has by-laws for safety committees. Al Kluever is working with Don Beckering at the System Office to put together a charter more specific to our needs. Karen Snorek indicated that all committee charters need to be done by March 1st.

Review of Work Comp Incidents
No changes to the 2012 incident report at year-end.

2013 injuries were reviewed. One student slipped on the ice, more gravel was spread to improve conditions. One student fainted in the hall and another student called an ambulance. Human Resources was not notified at the time.
Review/Revision of Safety Policies
Four Safety Policies were reviewed by committee members: AWAIR, Emergency Action Plan, and Exposure Control Program.
Motion to approve all four policies by Eric Weller
Seconded by Russ Berndt
Three policies will be sent out after the meeting for committee review: Lockout Policy, and PPE and Respiratory Protection.

Other
Al Kluever met with Lisa Schickling to create an operational plan for putting together a behavioral assessment team to deal with the increase of incidents of misconduct by students, but will also be able to address employee issues.

The next meeting will be on April 1, 2013

The meeting adjourned at 12:45 pm
Recorded by
Heidi Andersen