South Central College Safety Committee Minutes

Monday, March 3, 2014

Present: Al Kluever, Nona Niemeier, Jim Zwaschka, Bobby Scheidt, Jay Schmit, Lupe Lopez, Heidi Andersen, Eileen Darling, Terry Meschke, Rick Sanders, Rae Busch, Lisa Matzke, Eric Weller, Steve Mills, Lee Sutton, Russ Berndt

Absent: Heidi Wyn, Karen Snorek, Bob Joerg, Peter Gag

The meeting was called to order at 12:00 pm, Al Kluever presiding.

1. November minutes were approved. January meeting was cancelled due to inclement weather.

2. The Work Comp incidents for the 2013 calendar year were reviewed. Rae Busch asked about the policy regarding wearing sandals and gloves. Al Kluever noted that this would come under the Personal Protective Equipment Plan the plans reviewed and approved by the Safety Committee have not yet been reviewed by the Cabinet, and the process for getting plans approved now has additional steps. Al Kluever commented that the number of Work Comp incidents in 2013 was lower than in 2012. There have been no Work Comp incidents for 2014 to date.

3. Upcoming drills: Reminder that a lockdown drill is scheduled to occur prior to spring break. An email was sent out to all employees and students with the correct procedure for a lockdown. A severe weather drill is planned for April sometime during Severe Weather Awareness Week. We will also conduct a fire drill before the end of the spring term.

4. First Aid Training is scheduled for Friday, March 7, 2014 at SCC in Faribault for all employees interested in forming a First Responder Team for the Faribault Campus. So far there have been only two responses. More interest is needed in order to offer this training.

5. MnSCU Risk Management recently conducted a COPE site survey at both campuses of South Central College. A COPE survey is a comprehensive safety evaluation of the property exposures. South Central College has 30 days to respond to each issue – either to have the issue remedied, or have a plan of action in place. If you would like to see the report with the safety issues identified during the COPE visit, contact Al Kluever.

6. Chemical hood inspections were completed and all fume hoods were in compliance with the exception of the hoods in the Pharmacy Tech Lab and the MLT lab, which were not vented, and so could not be tested. However, these hoods are not in use as fume hoods.

7. Chemical Hygiene Officers have been identified for each campus. Dylan Drake-Wilhem will be the contact for chemical hygiene on the North Mankato campus, and Lisa Burkett will be the contact for the Faribault campus.

8. The Safety Consortium (South Central College, Riverland, Ridgewater, Alex Tech, MnWest, Rochester, and Winona State.) continues its work on Job Hazard Analysis, Chemical Hygiene plans. Al Kluever from SCC and Mike Howe from Riverland will present the three-year training timeline at the April Facilities Conference.
9. A review of mandatory online training indicated a 50% compliance with completion of the Sexual Violence Awareness module. Compliance with training modules for RTK and GHS is approximately 75% participation.

10. Language banning e-cigarettes on campus has been incorporated into the No Tobacco policy and is now available for viewing online.

11. There was discussion about a veteran and his service dog. The dog is a home-trained pit bull and he has been off-leash at times, or allowed to jump up and put his front paws on the desk in Student Affairs. Students and staff have expressed concern. Eric Weller and Rick Sanders suggested bringing it up with the Attorney General’s office due to liability issues. Lupe Lopez has encountered the dog on several occasions and he seemed to be mild-mannered and well behaved.

12. Al Kluever stated that there would be a policy forthcoming regarding bringing children and pets to school/work.

13. Nona Niemeier expressed concern that there were no administrators on either campus on a day when there was inclement weather and many schools were closing early.

The meeting was adjourned at 1:00pm.

Our next meeting is Monday, May 5, 2014.

Respectfully submitted,

Heidi Andersen