South Central College Safety Committee Minutes

Monday, November 4, 2013

Present: Al Kluever, Nona Niemeier, Jim Zwaschka, Bobby Scheidt, Jay Schmit, Bob Joerg, Peter Gag, Lupe Lopez, Heidi Anderson, Eileen Darling, Terry Meschke, Karen Snorek, Rick Sanders,

Absent: Rae Busch, Lisa Matzke, Heidi Wyn, Eric Weller

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

1. October minutes were approved
2. We reviewed the First Report of Injury to date. Al stated that we all need to be involved in the safety of South Central College. We need to make sure SCC is as safe as we can be. Nona Niemeier shared a concern with the lights in the hallway by the conference center. The lights do not come on during the weekend. Bob Joerg will communicate this concern with Russ Berndt.
3. Al Kluever shared the Safety Consortium update with the committee. The consortium includes: South Central College, Riverland, Ridgewater, Alex Tech, MnWest, Rochester, and Winona State. The group is working on the Job Hazard Analysis; the goal is to send the analysis to the areas that it will affect so that they can feedback. Jim Zwaschka asked about training for new employees. Al Kluever stated that there will be training set up for the new employees. Nona asked about the adjunct faculty and how they don’t have access to D2L. Al Kluever stated he is working Eric Weller on this issue. There is a 3 year plan, this plan is all of MnSCU not just SCC. We do the training that only applies to SCC. This training will be offered through D2L and CLMI. Al Kluever will be sharing information on this as it comes available. Karen Snorek agreed on going with the 3 year plan. There may be some duplication, but we only have to do the training once every 3 years. Karen also stated that the Safety Consortium has been highly recognized by MnSCU. There was discussion on the concern about the way the recent training was confusing.
4. Al Kluever reviewed the recent emergency drills. Al felt the drills went well. The Lock-Down drill was done differently at each campus. In Faribault cards were handed out with the information on because the PA system is not working. In North Mankato a Lock-Down drill was provided. There are still problems with the PA system in North Mankato, Al is working IT and maintenance to get this fixed. Karen asked the faculty who offer ITV classes to be respectful to the Faribault students because sometime the alarms go off due to the construction. The Fire drill for both campuses went fairly well.
5. Al is having the work-study students do inspections on the eyewash stations and fire extinguishers.
6. There was an audit of CIM for both North Mankato and Faribault. There were 90 different violations. About half the violations are things that the maintenance department will need to fix.
7. Al shared a draft of the Chemical Hygiene Plan/Policy. Al stated that we really need someone to do this, it has not yet been determined.
8. The Incident reporting forms on Harassment/Discrimination & Safety Health information is online.

9. During the October cabinet meeting Al Kluever shared with the Administrations the All Hazard Plan.

10. MSDS Online – there is no change from last month’s minutes.

Al Kluever shared that if you know someone who would like to be on the safety committee, have the person talk to Al.

The meeting was adjourned at 1:00pm.

Our next meeting is Monday, January 13, 2014.

Respectfully submitted,

Eileen Darling (acting recorder in Heidi’s absence)