South Central College Safety Committee Minutes

Monday, May 4, 2015


Absent: Chris Blaschko, Terry Meschke, Steve Mills, Heidi Wyn

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

1. Approval of Safety Committee Minutes from March 16, 2015. Motion to approve: Nona Niemeier. Seconded by Lupe Lopez.

2. Work Comp – Eileen Darling stated that she will no longer be the contact person for Worker’s Compensation incidents; Chris Blaschko is now the contact from HR. It was noted that the Culinary Program has historically had a higher incidence of injuries due to the types of activities/equipment. Al Kluever stated that he would meet with Culinary to see if safety training might reduce risk.

3. A tornado drill on both campuses was successfully completed on Thursday, April 16, 2015 in conjunction with the statewide drill. A fire drill was completed on both campuses on Thursday, April 23, 2015. Issues identified include a need for training of HR staff on emergency procedure and use of the PA system, and adjusting the rate limit on the Exchange Server to allow emergency notifications to go through.

4. Al Kluever attended the MnSCU Safety Meeting on 4/21/15 at the System Office. Al will forward the minutes of that meeting to all Safety Committee members. Compliance with the Clery Act and reporting was a focal topic. Al shared his discovery that all campus safety committee minutes are posted on a MnSCU SharePoint site for Safety.

5. South Central College had an OSHA Consultation visit on March 11, 2015. Areas inspected include Shipping & Receiving, Boiler Plant, Mechanical, and Custodial on both campuses. Approximately 40 issues were identified, the majority of them minor. At the time of this meeting, 75% of the issues have been corrected, and plans are in place to address the remaining 25%. The next OSHA Consultation visit will likely be scheduled in September or October.

6. Al Kluever participated in the OSHA Consultation at MSU, Mankato. The results were in line with the findings at other MnSCU institutions – blocked electrical panels and fire extinguishers, lack of signage for fire extinguishers, etc.

7. South Central College is participating in the Greater Mankato Storm Water Consortium. Last meeting was on March 30, 2015 at the City of Mankato. The Consortium is working on one policy to include all participating organizations in an effort to work together towards consistency and compliance with MPCA and local requirements. Due to the smaller size of the community, a plan is not currently required for the Faribault campus.

8. South Central College is in the fifth month of the 3 year cycle of mandatory safety training. There is currently a little over 50% compliance. Kudos to Maintenance and Custodial Staff for completing 100% of their required training.
9. Star Alert – Blackboard Connect: Al Kluever will follow up with IT staff to determine whether or not the issue with the rate limit on the exchange server has been corrected.

10. Al Kluever provided an update on waste pickup from Stericycle for the healthcare departments and Veolia for Maintenance and some of the technical programs. These waste pickups are scheduled in coordination with Riverland Community College in order to reduce costs.

11. Al Kluever shared that the Right-to-Know books have been updated, copies made, and electronic records updated. SCC Graphics Department is making labels for secondary containers for all of MnSCU.

12. Al Kluever shared information regarding weather apps that provide alerts for severe weather (weather bug, etc.)

13. Karen Snorek updated the group on the missing girl from LeSueur who is a Culinary Arts student at SCC North Mankato. There will be a vigil tonight at the American Legion Park in LeSueur.

14. Jim Zwaschka asked how frequently the first aid kits are checked and re-stocked. Al Kluever stated that Zee Medical comes quarterly, and we are in the process of mirroring that practice on the Faribault campus.

15. Eileen Darling asked what the procedure is for an emergency situation, and who should be contacted. Al indicated that in the event of an emergency 911 should be contacted. The emergency procedures notices throughout our campuses point to that as well. Al indicated he would like to be notified of emergency situations, but he is not the first call for help. Karen added that it would be a good idea to provide additional training for administrators and staff, and be sure that there is always one administrator on call.

Meeting was adjourned at 1pm.