



MEETING MINUTES

Meeting Name: Safety Committee
Meeting Date: 12/4/2019 (Monthly)
Time Begin: 3:00 p.m. • **Time End:** 4:00 p.m.
Facilitator: Brian Puncocher

Topic/Item	Presenter	Allotted Time	Key Points Provide 50 words or less on expected outcome	Category (Use underline to highlight)
Personnel/HR	Brian Puncocher		<ul style="list-style-type: none"> • Staff introductions. • New interim committee member: (Vicki Hedges) – Welcome! • “Thank You” for being here and volunteering on the committee. 	Discussion Decision Advocacy <u>Information</u> Document
Safety	Brian Puncocher		<ul style="list-style-type: none"> • How To Drive Safety In Winter: https://www.youtube.com/watch?v=EAi0fes4OC4 	<u>Discussion</u> Decision Advocacy <u>Information</u> Document
Updates	Brian Puncocher		<ul style="list-style-type: none"> • October: Completed annual fire safety inspection at Wilsonville campus (TVF&R). • October: Completed annual fire sprinkler suppression system inspections in server rooms in Barlow & Harmony East (Huser Fire & Safety). Recommended updating Barlow (\$5-\$6,000). • October: Walk-through inspection of Randall Hall by Red Cross & Clackamas Co. Disaster Mgmt. (required to update our facility use agreement with the two agencies). <ul style="list-style-type: none"> ○ Randall Hall is a designated disaster relief shelter. ○ Recently completed seismic upgrade of Randall • November: Completed Pauling B asbestos sampling - prior to demolition & remodel. • November: Completed pigeon guano cleanup on Niemeyer rooftop/HVAC equipment (Orkin). • DeJardin expansion: Currently working with Diane Angelo of updating emergency evacuation maps for Dejardin; other buildings to follow. • Heads Up: Likely ADA visit by ODE in next 1-2 years. “CC Accessibilities Audits”. Federal Civil Rights Laws in Education; federal funding recipient. <ul style="list-style-type: none"> ○ There was a comment that ITC Building ADA push doors are heavy to push open. They are ADA compliant but they seem tough to open. 	Discussion Decision Advocacy <u>Information</u> Document
Injury/Incident Reports	Brian Puncocher		<ul style="list-style-type: none"> • Review injury reports since last meeting on October 8th. (5) <ul style="list-style-type: none"> ○ 10-11-19 a student had sustained an injury to their foot at work and when they were at the campus had difficulty using 	<u>Discussion</u> Decision Advocacy <u>Information</u>

			<p>crutches. They were picked up by family and 911 was not called.</p> <ul style="list-style-type: none"> ○ 10-12-19 a student sustained a hand injury when walking and ran into a table. The injury was not serious and 911 was not called. ○ 10-17-19 an employee took a bag to the dumpster and their finger was pierced by an unidentified object in the bag. No serious injuries were sustained and 911 was not called. ○ 10-23-19 a visitor fell in the lobby at Harmony and sustained a head injury. 911 was called however, the person was transported by family to seek medical attention. ○ 11-15-19 an employee experienced chest pain and left arm pain. 911 was called and the employee was transported by AMR to seek medical attention. 	Document
Quarterly Building Safety Inspections	Brian Puncocher		<ul style="list-style-type: none"> ● November inspections: Completed for Harmony & Wilsonville campuses (3 buildings). Oregon City campus (24 buildings): Still need to inspect 8 buildings: Barlow, Pauling A-B, Roger Rook (Andrew & Mark); Gregory, Dye, FRC (Brian); Art Center, ITC. ● Next round of building inspections: February 2020. 	<u>Discussion</u> <u>Decision</u> <u>Advocacy</u> <u>Information</u> <u>Document</u>
Minutes			<p>Minutes from the last safety meeting will be posted on the website. Any comments and/or corrections, please contact Brian Puncocher. Posted at: http://webappsrv.clackamas.edu/committees/CUDC-SC/</p>	
Around the Room			<ul style="list-style-type: none"> ● Discussed hazards for snow/ice – walkways, parking, roadways, ramps, stairs, etc. and depending on the weather determines the course of action campus services takes for safety. 	
Upcoming Meeting Dates	Start Time	End Time	Location	
First Wednesday of each month	3pm	4pm	Lewelling Building	LW101
Invited				
<p>Brian Puncocher, Lloyd Helm, Kelly White, TJ McDonough, Kelly Montgomery, Pete Kandratieff, Aaron Ingersoll, Joan Harrison-Buckley, Jay Leuck, Laura Smith, Jennifer Jett, Michelle Baker, Chris Smith, Andrew Daniek, Craig Anderson, Joyce Gabriel, Cindi Woodard, Jann York, Kyle Robillard, Bob Cochran, Tom Sonoff, Nick Ellingson, Travis Swanson, Dale Forney, Lizz Norrander, Nick Miller, Mark House, Vicki Hedges.</p>				
Attendance				

Brian Puncocher, Joyce Gabriel, Nick Ellingson, Nick Miller, Lloyd Helm, Michael Duncan Stevens/ASG, Joan Harrison Buckley, Travis Swanson, Lizz Norrande, Jann York, Laura Smith.