



# MEETING MINUTES

**Meeting Name:** Safety Committee  
**Meeting Date:** 2/9/2022 (Monthly); Zoom  
**Time Begin:** 3:00 p.m. • **Time End:** 3:30 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)
Introduction; Personnel/HR	Brian		<ul style="list-style-type: none"> <li>• “Thank You” for being here and volunteering on the Safety Committee.</li> </ul>	Discussion Decision Advocacy <u>Information</u> Document
Safety/Safety Videos	Brian		<ul style="list-style-type: none"> <li>• Safety video: “Sleep loss effects – Danger: Sleepy worker at work” (3:17)</li> </ul>	<u>Discussion</u> Decision Advocacy <u>Information</u> Document
Injury/Incident Reports	Brian		<ul style="list-style-type: none"> <li>• New injury reports since last meeting. (4)</li> </ul>	Discussion Decision Advocacy <u>Information</u> Document
Updates	Brian		<ul style="list-style-type: none"> <li>• <b>Completed:</b> Fire alarm deficiency repairs by Western States Fire; Streeter sprinkler head replacement project by Viking Sprinkler (measurements completed, waiting to be manufactured); annual air permit form for Automotive paint booths.</li> <li>• <b>Upcoming:</b> Waiting for results of sprinkler head UL testing; Semi-Annual sprinkler inspections at Automotive paint booths and café kitchen by United Fire; valve repair at DYE by Western States Fire; semi-annual sprinkler inspections in 2 server rooms by Huser Fire; hazardous substances report due March 1<sup>st</sup> to Fire Marshal.</li> <li>• <b>Ongoing:</b> Monthly inspections of emergency eye washes &amp; showers at Oregon City &amp; Harmony campuses.</li> <li>• <b>COVID-19:</b> <u>REMINDER OF INDOOR MASK REQUIREMENT!</u></li> <li>• <b>Next meeting:</b> <b>Wednesday, March 9<sup>th</sup>, 3-3:30 pm</b> (second Wednesday of each month).</li> </ul>	<u>Discussion</u> Decision Advocacy <u>Information</u> Document

<b>Quarterly Building Safety Inspections</b>	Brian		<ul style="list-style-type: none"> <li>No inspections required at this time. Oregon OSHA not enforcing this requirement during the pandemic. Allowing monthly meeting to substitute for an inspection.</li> </ul>	<u>Discussion</u> Decision Advocacy Information Document
<b>Questions, comments, discussion</b>	All		<ul style="list-style-type: none"> <li>Ron is working on Arc Flash requirements; what we'll need to do to upgrade to current safety standards.</li> <li>TJ: Upcoming site visit for Horticulture Dept. (landscape related).</li> </ul>	<u>Discussion</u> Decision Advocacy Information Document
<b>Minutes</b>			<ul style="list-style-type: none"> <li>Minutes from the last safety meeting will be posted on the website. Any comments and/or corrections, please contact Brian Puncocher. Posted at: <a href="http://webappsrv.clackamas.edu/committees/CUDC-SC/">http://webappsrv.clackamas.edu/committees/CUDC-SC/</a></li> </ul>	
<b>Upcoming Meeting Dates</b>	<b>Start Time</b>	<b>End Time</b>	<b>Location</b>	
Second Wednesday of each month	3:00 pm	3:30 pm	Zoom	
<b>Invited</b>				
Brian Puncocher, Kelly White, TJ McDonough, Joan Harrison-Buckley, Jay Leuck, Jenn Nelson, Laura Smith, Cindi Woodard, Jann York, Bob Cochran, Travis Swanson, Vanessa Vu				
<b>Attendance</b>				
Brian, Bob, Laura, Jann, TJ				

**Safety video:**

- "Sleep loss effects – Danger: Sleepy worker at work" (3:17)  
<https://www.youtube.com/watch?v=uW8FgS5DpWw&list=PLnSZ2Y0efQ1GcZ44hPXwpuj4otVBdqGpZ&index=14&t=84s>