Willamette University Safety Committee Minutes  
Thursday, November, 2015 
Harrison Conference Room 

Keep until 11/19/17 

Members & Guests Present 
Jim Andersen, Grounds, x6143 
Karen Arthur, AGSM, x6850 
Leslie Coop, Co-Facilitator, Olin Science, x6734 
Chris Linn, Bon Appetit 
Rich Dennis, Campus Safety, x6907 
Anastasia Fedorova, ASWU Representative 
Mallory Kennaday, ASWU Representative 
Jim Ames, Facilities, x4237 
Dillon Peck, Hatfield Library, x6671 
SaVanna Kraal, Bishop Wellness, x6972 
Katie Lahey, Human Resources, x 6210 
Rob Passage, Facilitator, Athletics, x6420 
Tori Tanabe, TIUA, x3317 
Michelle Noland, Law school 
Mark Stewart, Psychology, x6661 
Ellis Webster, Portland AGSM, 503-808-9901 
Lonnie Swihart, Facilities 

Members Absent 
Leslie Cutler, Eaton Hall x6061 
Adam Hernandez, Housing & Community Life, x6723 
Betsy Johnson, Facility Services, x6698 

Meeting convened at 10:02 a.m. 
The Committee welcomed Michelle Noland from the Law School 
Minutes from September were reviewed and approved. 

Old Business 
Fire Drills – Rich reported that all the fire drills are done. Everyone did a great job. 

Anastasia spoke about her continuing conversations with Monica about cameras on campus and she will be looking at 
locations while out on the walk around tonight. 

New Business 
Rich reported that a small group of staff, including himself, Jim Anderson and Mark Mazurier, Anastasia Fedorova and members of ASWU would be meeting tonight at 5:15 PM in Jackson plaza to walk the campus and see the changes in lighting. They will also be 
looking for other areas that may need improved lighting. Members of the committee are invited to join the walk. 

Next month will be Rob Passage’s last meeting as Facilitator. Leslie Coop will start the New Year as the Facilitator and a new Co- 
Facilitator will be selected. We will also be asking for someone to take over as Secretary. 

Open Forum 
Icy conditions – Jim Anderson reported that all of the signs to indicate icy conditions are purchased and even up around 
campus. De-icing spray and non-slip chemicals are here and Grounds and Facilities Support are ready to make the 
campus safe for walking. It was asked if Students were going to be trained in Crisis Drills, such as an active shooter. Rich 
advised that this is being looked into. 

It was also asked if more of the Blue Code Phone were going to be put in, and if so could there be one put up near the 
Law School, again Rich said that he would ask, he said that he had not heard if anymore were being considered. 

It was also brought up that walkway is slippery, and what could be done to prevent falling. Rich and Jim Anderson will 
look into it.
A question was brought up about the possibility of having more Campus Safety Officers on duty. Rich explained that this is a budget item; he did tell the committee that we have Students who work as Willamette Watch out walking the parking lots and helping report suspicious activity.

**Accident/Injury Report**

Katie reported that there were three new incidents during the past month.

A Biology employee bruised their left toe when they moved a lab chair to prop a door for better ventilation, when the chair hit the transition strip and bounced back onto their toe.

An employee from the President’s Office was walking back to the office when they tripped over the rubber speed bump outside of Doney Hall and landed on their right knee and bruised it.

A Biology Employee injured their palm of their left hand when they were cleaning an instrument in the lab and checked the temperature of the surface of the metal to see if it was cool enough to wipe down with a sponge.

Willamette University community members are welcome to attend any meeting as a guest and are encouraged to contact any Safety Committee member with concerns and/or questions.

**Future Meetings:**
3rd Thursday of each month, 10:00 a.m., Harrison Conference Room

Next meeting:
December 17, 2015

Meeting ended at 10:30 a.m.