Willamette University Safety Committee Minutes
Thursday, October 15, 2015
Harrison Conference Room

Keep until 10/15/16

Members & Guests Present
Jim Andersen, Grounds, x6143
Karen Arthur, AGSM, x6850
Leslie Coop, Co-Facilitator, Olin Science, x6734
Leslie Cutler, Eaton Hall, x6061
Rich Dennis, Campus Safety, x6907
Anastasia Fedorova, ASWU Representative
Mallory Kennaday, ASWU Representative

SaVanna Kraal, Bishop Wellness, x6972
Katie Lahey, Human Resources, x 6210
Rob Passage, Facilitator, Athletics, x6420
Toru Tanabe, TIUA, x3317
Guest – Steven Boyd, Facilities
Guest - Gary Grimm, Facilities Management, x6814

Members Absent
Jim Ames, Facilities, x4237
Adam Hernandez, Housing & Community Life, x6723
Betsy Johnson, Facility Services, x6698
Chris Linn, Bon Appetit
Linda Lombard, Financial Affairs, x6728

Chris McFetridge, Hatfield Library, x6312
Kelly Slaughter, Recorder, College of Law, x5317
Mark Stewart, Psychology, x6661
Lonnie Swihart, Facilities
Ellis Webster, Portland AGSM, 503.808.9901

Meeting convened at 10:02 a.m.
The Committee welcomed two new Committee members, both of whom are representing ASWU, Anastasia Fedorova and Mallory Kennaday.
Minutes from September were reviewed and approved.

Old Business

Item 1: Risk Management Inclement Weather Toolkit
Katie discussed the Toolkit with Grounds who indicated they have all of the equipment needed to make campus safe in the event of inclement weather. It was determined that ice alert signs are needed to place in areas such as Jackson Plaza, the fountain area, the parking lots, and building entrances, when there is snow and ice present. These are warning signs that turn blue when the temperature is freezing.

Grounds did ask if it would be possible to have 1-2 hour delays in the Campus opening when inclement weather does hit, which would allow them more time to make the campus safe before people arrive to work and those who live on Campus start moving about. Rich indicated that a delay/closure would be an Administrative decision, and that he will work with Campus Safety to evaluate and determine all of the places in which emergency notification will take place, by the system that is already in place.

New Business

Item 1: Recorder needed for Safety Committee
Rich reported that Kelly Slaughter, representing the College of Law, is stepping down from the Committee; therefore a new Recorder will need to be chosen, and a new representative for the College of Law appointed. Danny Santos, Associate Dean, College of Law will be appointing a new representative.

Item 2: Campus-wide fire drills
Campus-wide fire drills are being performed and are going well. To date, all resident halls have been completed and academic buildings are in progress.

Item 3: Softball gate issues
The softball gate at the end of the visitor dugout, between the field and the train tracks, is causing collisions between pedestrians and golf carts. This might be an issue that a mirror and/or sidewalk paint will solve. Rich will evaluate the situation and make suggestions for making this area safer.
**Item 4: Chemical spill at AGSM**

On Monday, October 5, 2015, Salem Fire Department and Hazardous Materials responded to a chemical spill at AGSM. A highly corrosive and odorous anti-microbial chemical was leaking from a coding tower in an equipment room, due to a check valve that failed. The response by the City of Salem and WU Campus Safety was excellent. The building was evacuated and a few people were treated for exposure to chemical fumes.

Preventative going forward: similar units in AGSM and Hallie Ford Museum of Art (HFMA) are being moved to exterior rooftops. There are nine additional units on Campus, which are already located in safe places. Double check valves are being installed on all and safety response stations are being re-evaluated. In addition, respirators have been ordered for future safety needs.

The Committee noted that one area that needs improved upon are the physical copies of MSDSs stored at all sites where hazardous chemicals are located, used and/or stored. MSDS = Material Safety Data Sheet.

**Item 5: ASWU security camera project**

Anastasia spoke about a project that is underway to bring security cameras to Campus. The majority of these cameras would be placed in parking lots. Anastasia has been given approval from ASWU approving the installation of the cameras, she is waiting to hear back from Ross Stout. Anastasia initiated this project due to an increase in break-ins around Campus, and general harassment from homeless people in the area.

Anastasia also mentioned that more lights are needed between Belknap and the Theatre, and on the garden side of Sparks. She also expressed the appreciation of all students for the improvements that have already been made in what were low-light areas.

**Accident/Injury Report**

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

A Law School employee was removing a small box from the back seat of a car and slipped, resulting in soreness in their back, right foot and ankle.

A Theatre employee was putting a steel pipe in storage and, while climbing down, hit their hand on another piece of steal. This incident is still under investigation.

An AGSM employee was treated for exposure to chemical fumes, during the chemical spill incident on October 5th.

A Campus Safety employee was treated for exposure to chemical fumes, during the chemical spill incident on October 5th.

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**

November 19, 2015

December 17, 2015

Meeting ended at 10:48 a.m.