Willamette University Safety Committee Minutes
Thursday, January 21, 2016
Harrison Conference Room

Keep until 1/21/17

Members & Guests Present
Jim Ames, Facilities, x4237
Karen Arthur, AGSM, x6850
Stephen Boyd, Facilities Services, x6795
Leslie Coop, Co-Facilitator, Olin Science, x6734
Rich Dennis, Campus Safety, x6907
SaVanna Kraal, Bishop Wellness, x6972
Chris Linn, Bon Appetit
Karen Arthur, AGSM, x6850
Michelle Noland, Law school, x4004
Kelly Rose Oster, HR, x6772
Rob Passage, Facilitator, Athletics, x6420
Mark Stewart, Psychology, x6661
Lonnie Swihart, Facilities, x6802
Toru Tanabe, TIUA, x3317

Members Absent
Jim Andersen, Grounds, x6143
Leslie Cutler, Eaton Hall x6061
April DeSantis, Admission CLA, x5335
Anastasia Fedorova, ASWU Representative
Adam Hernandez, Housing & Community Life, x6723
Betsy Johnson, Facility Services, x6698
Mallory Kennaday, ASWU Representative
Katie Lahey, Human Resources, x 6210
Ellis Webster, Portland AGSM, 503-808-9901

Minutes from December were reviewed and approved.

Old Business
1. Any issues with new measure to prevent accidents during icy conditions? No new issues reported due to icy conditions. The Grounds Crew has & will continue to post signs and spread deicer where needed. Extra deicer will be placed around handicap spaces and any painted spaces.
2. Matthews Hall steps – Rich & Jim looked over the steps and agree they are uneven. Short-term fix will be to paint the steps for caution. Long-term fix will be to look into having the steps replaced.
3. In regards to a process for students/employees to let the University know when they have had an accident/injury: the matter is being looked into.

New Business
1. The Pole Lights from Shepard Parking lot to Goudy are now installed and working great.
2. OSHA – New First-Aid Kit Regulations. Be on the lookout for more information from Human Resources. An informative handout has been attached.

Open Forum
1. January 4th multiple local Universities/Colleges were closed due to the icy weather conditions. Willamette University was the only campus open in the Salem area. Would like greater clarity as to who makes the decision for keeping the University open in inclement weather.
2. Eye Wash Stations – Would it be possible to specify the location of the stations on campus which are closest to First-Aid Kits?

Accident/Injury Report
A Facilities employee was walking down the steps toward the Bistro when they slipped and fell down the stairs.

A Facilities employee was leaving the Terra House and a particle flew into their eye.

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., Prothero Classroom in Sparks
Next meeting:
February 18, 2016

Meeting ended at 10:30 a.m.