

Columbia Basin College
Environmental Safety and Health Committee
Meeting Minutes

March 19, 2019

I. Call to Order

Michelle Stewart called to order the regular meeting of the Environmental Safety and Health Committee at 3:35 pm in the SWL meeting room 117.

II. Attendance

The following persons were in attendance: Alan Harwood, Amy Donovan, Cheryl Klym, Cozette Phillips, Dan Quock, Eudelio Martinez, Jessica Miller, Mike Goodwin, Michelle Stewart, Miriam Fierro, Royce Cone, Sandya Kesoju and Tammy Sanderson.

III. Regular Reports

1. Evaluate Safety and Health Inspection Reports
 - a. See Addendum 1, attached rolling report
2. Evaluate Accident Reports and Investigations
 - a. See Addendum 2, attached rolling report
3. Evaluate the Workplace Safety Program and Plans
 - a. See Addendum 3, attached rolling report

IV. New Business

1. Michelle Stewart gave a brief explanation of the New Member Orientation for ES&H Committee members. She invited all ES&H Committee members to attend the orientation on Thursday, February 21st from 3:30 to 4:30 pm in the HR Conference room. New Member Orientation for ES&H Committee members will take place annually, but all ES&H Committee members are able to attend. Additionally, she explained the role of the Chairperson is to lead the meetings ensuring that it fulfills its responsibilities of the committee and Vice-Chairperson acts for the Chairperson when the Chairperson is not available. Eudelio Martinez volunteered to serve as the Vice-Chairperson role for 2019, since there were no nominees or volunteers last month.
2. A safety hazard was discussed where a committee member, Levi Yencopal, came across a faucet handle dripping onto an electrical outlet on the outside of the main vent hood in the T136 Chemistry Lab. The incident required immediate attention, so Maintenance was called, and the faucet was repaired. Michelle Stewart suggested a cover for the outlet that is placed directly under the faucet in accordance with WAC 296-800-28015. Mike Goodwin asked if a ground-fault circuit interrupter (GFCI) meets the requirements. GFCI are acceptable in wet areas; however, the potential of exposure in this particular case is higher, and a cover is recommended.

3. Discussed upcoming national safety events and forming a subcommittee to help in the planning of campus events to support safety initiatives. Mike Goodwin, Dan Quock, Sandya Kesoju, Miriam Fierro, Tammy Sanderson and Amy Donovan volunteered to assist. Michelle Stewart will reach out to volunteers and existing ES&H Committee members not present to start planning for activities in June for National Safety Month and August for Safe + Sound Week.

V. Review and Evaluate: Employee Suggestions

Alan Harwood brought up two concerns voiced by employees in the CTE building. One was regarding the process of changing the filters in the hydrate stations and testing the water afterward. Mike Goodwin indicated we currently do not test the water, as that is the requirement of the city. Tammy Sanderson mentioned the Dental Clinic is required to check their water and has a recommendation for water test kits. Michelle Stewart reached out to Plant Operations to ensure there is an established process based on the filter manufacture recommendation. The second concern was vehicles not stopping at the stop sign on Farm Road and asked if there are plans to add a speed bump. Michelle Stewart will forward this to Campus Security & Safety, and Plant Operations for an update on the placement of speed bumps.

Amy Donovan brought up a question from Donna Brouns in Faculty Senate, on whether or not there are plans to create a walking path on campus. Michelle Stewart suggested reaching out to Alex Thornton, Director for Student Recreation and Wellness, and organizer of the Hawk Trot to see if there are any current proposals.

Eudelio Martinez requested a cigarette receptacle for the picnic table outside of SWL. Michelle Stewart will reach out to the Smoke & Tobacco Free CBC taskforce and Plant Operations to evaluate the area of concern for an interim solution.

Miriam Fierro asked the committee for advice on how to share safety initiatives sponsored by the ES&H Committee for large areas that the Committee members represent. Jessica Miller recommended reaching out to other supervisors in those areas to share in their staff meetings.

VI. Adjournment

Michelle Stewart adjourned the meeting at 4:30 pm with all in agreement.

Minutes recorded by Michelle Stewart

ADDENDUM 1

SAFETY AND HEALTH INSPECTION REPORTS 2019			
Date	Area	Concern	Result
2/19	CTE	Evaluate the proper disposal of materials in 2-55 gallon drums	Material needs to be tested to determine what type of waste is being disposed.
02/19	North H Parking lot	Possible hazard excessive speed in parking lots	CBC motor vehicle regulations can be found under Campus Security & Safety. A new and improved walkway from the H Building to the bus stop is being addressed as a capital project. The project is currently in process, with some delays due to weather.
02/19	B Building	Lighting	Campus lighting is still being evaluated as light packs have been installed in multiple areas.
02/19	P Building	Pre-inspection to ensure compliance	Michelle Stewart, Mike Goodwin, and Cozette Phillips walked through the Pottery Lab/Studio and Theatre area. Areas of improvement were identified, and work orders were submitted to replace electrical outlets, add light covers, place anti-slip threads on stairs, add a hook to store ladder away from the electrical box, and bolt grinder to the floor. Work orders completed, Michelle to follow up with Cozette Phillips in March to ensure there are no outstanding items.

ADDENDUM 2

ACCIDENT REPORTS AND INVESTIGATIONS 2019						
Date	Class	Type	Root Cause	Preventative Action	Investigation Required	Reportable
01/11	Student	Needlestick	Industry risk	Repeat needle & sharps safety training	No	No
02/22	Student	Fall	Sports-related	NA	No	No
02/25	Classified	Fall	Fall-Due to Weather	NA	No	No
02/28	Student	Bloodborne Pathogen Exposure	Industry risk	Counsel to use Proper PPE	No	No

ADDENDUM 3

WORKPLACE SAFETY PROGRAM AND PLANS			
Date	Plan	Revision Date	Revision Description
1/1/2019	Accident Prevention Program	1/2019	Updated Charter for ES&H Committee to reflect the newly elected and employee selected members.
11/16/2018	Confined Space Entry Plan	1/2019	Implemented a formal written plan.
09/05/2018	Bloodborne Pathogen Exposure Control Plan	08/2018	Updated logo and implementation of exposure control plan/contact names and numbers.
09/05/2018	Control of Hazardous Energy Plan (Lockout/Tagout)	08/2018	Implemented a formal written plan.
09/05/2018	Hazard Communication Plan (Workers Right to Know)	08/2018	Updated Hazard Communication Plan (Workers Right to Know) to a separate plan under the Accident Prevention Program.