

**Columbia Basin College**  
**Environmental Safety and Health Committee**  
**Meeting Minutes**  
June 18, 2019

**I. Call to Order**

Ralph Reagan called to order the regular meeting of the Environmental Safety and Health Committee at 3:31 pm in the SWL Meeting Room 117.

**II. Attendance**

The following persons were in attendance: Dan Quock, Eric Purcell, Levi Yencopal, Michelle Stewart, Miriam Fierro, Ralph Reagan, 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. Action Items**

1. The Statewide Safety Survey sent out at the end of January had 66 CBC employees respond with 80% in an office setting. The top three concerns were repetitive motion/ergonomics, sedentary work, and slips, trips, and falls. The committee proposes an ergonomic workshop for In-Service week. Additionally, Ralph Reagan suggest during Safe + Sound week that we encourage staff to do a 30-second video about safety. Michelle Stewart added that we could give employees the top three concerns to choose from as the topic for their video.

**V. Review and Evaluate: Employee Suggestions**

1. Sandya Kesoju requested a water fountain in Agriculture building due to four student workers working in the adjacent field. The immediate solution is a water cooler and will discuss with facilities if a water fountain is a viable option.

**VI. Adjournment**

Ralph Reagan adjourned the meeting at 4:10 pm with all in agreement.  
Minutes recorded by Michelle Stewart

**ADDENDUM 1**

<b>SAFETY AND HEALTH INSPECTION REPORTS 2019</b>			
<b>Date</b>	<b>Area</b>	<b>Concern</b>	<b>Result</b>
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	B Building	Lighting	Campus lighting is still being evaluated as light packs have been installed in multiple areas.
04/18	Campus Wide	Evaluate the maintenance and cleaning of water fountains due to black specks found in bottling filling stations in CTE building.	All campus drinking fountains set up on a preventative maintenance scheduler #1113 to ensure proper operation including filter change on bottling filling stations.
05/21	Dental Hygiene	Biohazard Disposal	Established a weekly drop off with CBC Instruction & Classroom Support Technicians for autoclave.

**ADDENDUM 2**

<b>ACCIDENT REPORTS AND INVESTIGATIONS 2019</b>						
<b>Date</b>	<b>Class</b>	<b>Type</b>	<b>Root Cause</b>	<b>Preventative Action</b>	<b>Investigation Required</b>	<b>Reportable</b>
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
03/28	Student	Fall	Tripped	Proper Footwear	No	No
04/01	Student	Fainted	Aerobics class	Counseled on nutrition and hydration.	No	No
04/11	Student	Fainted	Unsure	Art class may have been health-related.	No	No
04/11	Student	Fall	Tripped over stool	Counseled to be aware of the surroundings.	No	No
04/12	Coach	Struck with object	Industry risk	NA	No	No
04/13	Student	Sprain	Sports-related	NA	No	No
04/18	Faculty/Students	TB Exposure	Patient not tested so TB status unknown	NA	Exposure protocol for Health Sciences and Kadlec followed.	Yes
04/30	Student	Fainted	Medical Issue	NA	No	No
04/11	Student	Fall	Leaned back in chair	Chair back loose.	Yes	No
04/12	Student	Muscle Tear	Sports-related	NA	No	No

**ADDENDUM 3**

<b>WORKPLACE SAFETY PROGRAM AND PLANS</b>			
<b>Date</b>	<b>Plan</b>	<b>Revision Date</b>	<b>Revision Description</b>
1/1/2019	Accident Prevention Program	6/2019	Updated logo and Charter for ES&H Committee to reflect employer designated changes due to resignations.
11/16/2018	Confined Space Entry Plan	6/2019	Updated logo
09/05/2018	Bloodborne Pathogen Exposure Control Plan	06/2019	Updated logo and implementation of exposure control plan/contact names and numbers.
09/05/2018	Control of Hazardous Energy Plan (Lockout/Tagout)	06/2019	Updated logo
09/05/2018	Hazard Communication Plan (Workers Right to Know)	06/2019	Updated logo