

Washtenaw Community College
HEALTH AND SAFETY COMMITTEE
Agenda
Regular Meeting
Thursday June 12, 2014 — 9:00 a.m.

Present members: Melanie Thompson, Holly Herman, Cheryl LaPointe, Channon Fair, Laurie Burg

DISCUSSION:

1.) REVIEW INJURIES FOR PREVENTION PURPOSES – Cheryl LaPointe

- Total new Injury/Incident Reports since 05/02/2014 = 0

Total OSHA Detail, YTD:

- Total Cases=3
- Days Lost=0
- Days Restricted=87

2.) GENERAL CONCERNS

Any concrete trip hazards are to be reported to Facilities with a work order request. Facilities will follow up with leveling out concrete.

NEXT MEETING: Thursday, July 10, 2014 at 9:00 AM

**Washtenaw Community College
HEALTH AND SAFETY COMMITTEE**

Agenda

Regular Meeting

Thursday May 8, 2014 — 9:00 a.m.

Present members: Melanie Thompson, Holly Herman, Cheryl LaPointe, Mark (Saint) Szentmiklosi, Channon Fair, Laurie Burg

DISCUSSION:

1.) REVIEW INJURIES FOR PREVENTION PURPOSES – Cheryl LaPointe

- Total new Injury/Incident Reports since 05/02/2014 = 1

Type: Slip and fall off step (inside) = 1

Total OSHA Detail, YTD:

- Total Cases=3
- Days Lost=0
- Days Restricted=32

2.) GENERAL CONCERNS

Saint-Construction: GM214 no longer break room. Process of being converted into new copy location for Konica.

Saint-Construction: Any wood door remaining in OE building in the process of being replaced.

Melanie- Safety issues regarding a visitor medical: concrete trip hazard. Holly mentioned Grounds Dept. in the process of leveling out concrete.

Holly- Following up on Fall protection for OE green roof.

3.) NEW BUSINESS –

Laurie Burg- Inquired about potential for a handicap access button to be installed in parking structure on 1st and 2nd floors. This inquiry was to be directed to Facilities Management for an ADA concern.

Laurie Burg- A request was made for baby changing tables in SC building and Melanie noted this is not considered an OSHA issue. Todd Bishop or Damon Flowers should be contacted for this request.

NEXT MEETING: Thursday, June 12, 2014 at 9:00 AM

**Washtenaw Community College
HEALTH AND SAFETY COMMITTEE**

Agenda
Regular Meeting
Thursday April 10, 2014

Present members: Melanie Thompson, Holly Herman, Cheryl LaPointe, Mark (Saint) Szentmiklosi, ,
Laurie Burg

DISCUSSION:

1.) REVIEW INJURIES FOR PREVENTION PURPOSES – Cheryl LaPointe

Total new Injury/Incident Reports since 02/13/2014 = 2

Types:

Contusion to right finger

Head Injury

Total OSHA Detail, YTD:

- Total Cases=2
- Days Lost=0
- Days Restricted=0

2.) GENERAL CONCERNS –

3.) NEW BUSINESS –

Certain departments will be notified of developing department/job specific safety plans. This is a requirement per OSHA.

State of Michigan has a new Free Mercury Disposal Program. Please inform me if your department areas have any mercury for disposal.

NEXT MEETING: Thursday, May 8, 2014 at 9:00 AM

**Washtenaw Community College
HEALTH AND SAFETY COMMITTEE**

Agenda

Regular Meeting

Thursday March 13, 2014

Present members: Melanie Thompson, Holly Herman, Cheryl LaPointe, Mark (Saint) Szentmiklosi, Debra Eastman, Laurie Burg

DISCUSSION:

1.) REVIEW INJURIES FOR PREVENTION PURPOSES – Cheryl LaPointe

Total new Injury/Incident Reports since 02/13/2014 = 2

Types:

- Contusion to right finger
- Head Injury

Total OSHA Detail, YTD:

- Total Cases=2
- Days Lost=0
- Days Restricted=0

2.) GENERAL CONCERNS –

Any areas of concerns for slip and falls please contact Facilities. They are working very hard to keep up with the maintenance of the grounds and parking lots.

Saint – Air flow concerns in his office. He spoke with Beau before meeting and will follow up.

3.) NEW BUSINESS –

Fire inspection in GM went good. Electrical items mostly noted for extension cord use and lack of outlets. This information was forwarded to Beau Burgen.

NEXT MEETING: Thursday, April 10, 2014 at 9:00 AM

**Washtenaw Community College
HEALTH AND SAFETY COMMITTEE**

Agenda

Regular Meeting

Thursday February 13, 2014

Present members: Melanie Thompson, Holly Herman, Cheryl LaPointe, Mark (Saint) Szentmiklosi,
Debra Eastman, Laurie Burg

DISCUSSION:

1.) REVIEW INJURIES FOR PREVENTION PURPOSES – Cheryl LaPointe

Total new Injury/Incident Reports since 01/9/2014 = 0

Types:

Total OSHA Detail, YTD:

- Total Cases=0
- Days Lost=0
- Days Restricted=0

2.) GENERAL CONCERNS –

Please contact Facilities with regards to icy sidewalk areas and temperature issues.

3.) NEW BUSINESS –

Fire Inspections will begin next month. Please look over your areas and inform co-workers. Areas of concern are electrical outlets over loaded, exits and fire extinguishers blocked, 18 inches clearance from sprinkler heads.

NEXT MEETING: Thursday, March 13, 2014 at 9:00 AM

Washtenaw Community College
HEALTH AND SAFETY COMMITTEE
Agenda
Regular Meeting
Thursday January 9, 2014

Present members: Melanie Thompson, Cheryl LaPointe, Mark (Saint) Szentmiklosi, Debra Eastman,
Laurie Burg

DISCUSSION:

1.) REVIEW INJURIES FOR PREVENTION PURPOSES – Cheryl LaPointe

No new injuries to report.

2.) GENERAL CONCERNS –

No new reports

3.) NEW BUSINESS –

No new reports

NEXT MEETING: Thursday, February 13, 2014 at 9:00 AM

Washtenaw Community College
HEALTH AND SAFETY COMMITTEE
Agenda
Regular Meeting
Thursday December 12, 2013

Present members: Melanie Thompson, Holly Herman, Cheryl LaPointe, Mark (Saint) Szentmiklosi, Debra Eastman, Laurie Burg

DISCUSSION:

1.) REVIEW INJURIES FOR PREVENTION PURPOSES – Cheryl LaPointe

- Total new Injury/Incident Reports since September 12, 2013 = 3

Type:

Lower Back Strain

Left index finger broken

Right Shoulder Strain

Total OSHA Detail:

- Total Cases=11
- Days Lost=17
- Days Restricted=77

2.) GENERAL CONCERNS –

All temperature concerns should be directed to Facilities Management. Temperature issues are not OSHA regulated. They are considered comfort issues.

3.) NEW BUSINESS –

Simplex Grinnell will begin annual fire inspections for alarm, sprinklers and fire extinguishers on December 17.

Be alert for ice and snow to prevent slip and falls.

NEXT MEETING: Thursday, January 9, 2014 at 9:00 AM

**Washtenaw Community College
HEALTH AND SAFETY COMMITTEE**

Agenda

Regular Meeting

Thursday, September 12, 2013

Present members: Debra Eastman, Holly Herman, Melanie Jorgensen, Cheryl LaPointe, Saint

DISCUSSION:

REVIEW INJURIES FOR PREVENTION PURPOSES – Cheryl LaPointe

- Total new Injury/Incident Reports since July 11, 2013 = 3

Type:

Foreign object in eye = 1

Lower back strains = 2

Total OSHA Detail, YTD:

- Total Cases=8
- Days Lost=17 (includes Saturday and Sunday)
- Days Restricted=27 (includes Saturday and Sunday)

MAINTENANCE CONCERNS – No reports

NEW BUSINESS –

Hazardous Material waste pickup scheduled September 17.

Please inform staff there will be a limited number of flu vaccines ordered this year. A campus wide email will be sent.

Flu Clinic Schedule for the following dates in MLB:

Wednesday, October 9 1-6pm

Thursday, October 10 9-2pm

Monday October 14 9-2pm

Tuesday October 15 1-6pm

Nursing staff informed that TB test will be done at Washtenaw Urgent Care and not at flu clinic.

NEXT MEETING:

Thursday, October 10, 2013 and November 14 at 9:00 AM cancelled due to flu clinic and OSHA safety class at same time. Please email if concerns arise before next meeting.