

**Washtenaw Community College
HEALTH AND SAFETY COMMITTEE**

Minutes

Regular Meeting

Thursday August 14, 2014 — 9:00 a.m. to 9:45 a.m.

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

DISCUSSION:

1.) REVIEW INJURIES FOR PREVENTION PURPOSES – Cheryl LaPointe

- Total new Injury/Incident Reports since 08/14/2014 = 1

Type: Knee sprain

Total OSHA Detail, YTD: 3

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

2.) GENERAL CONCERNS

Campus Safety Reminder- If an injury/accident occurs, call Campus Safety & Security as soon as possible to document and prepare a report.

New member, Mia Wotton, to join the Health and Safety Committee.

There is a new employee orientation safety program being developed. Entails safety information that is beneficial to new hires. Possible training to be completed online, still in the early stages.

Holly is waiting on information pertaining to fall protection for roofs.

Melanie: New checklists in development for building and fire inspections. Modifying to become building specific.

Fire inspections are in progress throughout campus.

NEXT MEETING:

September and October meetings will be rescheduled and dates sent to members.