

**Safety/Energy Committee Minutes**  
**Held In-Person/Zoom Hybrid; May 16, 2023**

Present: Allen Risen, Michelle Sides, Jessica Olson, Mark Lilley, Jacquyn Vasquez, Adria Henrickson, and Janelle Hampton.

Absent: Julie Grammer, Kristen Larson, Zachary Hammerle, Rebecca Chiles, Mike Komes, Nora Solvedt, Mike Hanson, Mike McGlade, and Chelsee Blatner.

Meeting was called to order at 1401 hrs.

**Review of Minutes:**

- Michelle Sides made the motion to approve, Mark Lilley seconded.
- April 18 minutes approved.

**Building Fire life Safety Inspections:** Allen Risen.

**Extinguisher Issues;**

- Many extinguishers still not receiving their monthly checks by assigned person for their building. I completed May's inspections and initialed inspection tags where needed.
- Kitchen extinguisher in WUC grill area had items stored in front of it making it hard to access. Need to keep clear.

**Fire Sprinklers;**

- Health and Wellness Racquetball court #1 NE sprinkler head protective cover still missing closed for racquetball use.

**Alarm Issues;**

- Rice Auditorium alarm bell not working outside room 110D. Salem Fire Alarm Inc inspected and advised a new updated fire panel is need and will submit a quote to Facilities for replacement.
- Health & Wellness Center / Old PE Fire alarm not reporting to Dispatch. Repaired by Salem Fire on 5-9-23.

**Holes in Walls/Ceilings;**

- Werner University Center 118 missing one ceiling tile.
- DeVolder 104 & 203 missing one ceiling tile.

**Emergency Lights not Working;**

- Old PE emergency light by 107 not working.
- Todd Hall emergency light outside A101 not working.
- Campbell Hall x2
- Cottage emergency light outside 207 not working.

**Other;**

- Athletics "Phillips" brand AED's pads on recall and need replaced. Pad adhesive may not adhere properly to chest when used. Company advised on back order.
- Campbell Hall basement hallway partly blocked with items along west wall. Need kept clear for emergency exiting.

**Injury Review:** One this month.

Description	Findings	Recommendations
<p>The employee and a coworker were moving a large table at the Welcome Center where each of them lifted the table at each end with the employee holding on to the table at its corners and walking backwards. As they were carrying the table, the employee's right hand struck a marble type countertop smashing their right-hand top knuckle of their index finger between the table and counter, causing severe pain, swelling, and slight bleeding. The employee went to the West Valley Hospital where x-rays indicated nothing had been broken.</p>	<ul style="list-style-type: none"> <li>• Carrying a large table with a co-worker, one at each end of the table holding on to each corner end.</li> <li>• Walking backwards not realizing they were as close to a fixed countertop smashing their right-hand index finger top knuckle between the table and countertop.</li> <li>• Swelling of knuckle and slight bleeding on top of knuckle.</li> <li>• Medical attention sought at Urgent Care in Dallas.</li> <li>• X-rays taken at West Valley Hospital showing nothing broken.</li> </ul>	<p><b><i>Recommendations to Prevent Similar Accidents</i></b></p> <ul style="list-style-type: none"> <li>• Be aware of surroundings when carrying large objects and especially when walking backwards.</li> </ul>

**Energy Conservation Update:**

- No update this month.

**Round Table:**

- Michelle Sides will serve as committee chair. Thank you, Michelle!
- Our next meeting will be held a week early.

**Next Meeting:** June 13th, 2023, 2pm, in Hamersly Library 205.  
Meeting adjourned at 1415 hrs.