

Clover Park Technical College

All Hazard (Safety Committee) Meeting Minutes

Meeting Date/Start and End Time:

March 23 2021 2:02 PM

**Attendees:**

Greg Doyon

Nick Darling

Jan Curtis

Lisa Beach

Susan Hoppe

Chris Ridler

Sheli Sledge

Dawn Schuler

Hannah Precour

Pearl DeSure

Tula Mollas

Julie Watts

Catherine Morris

Michael Mavor

Brenda McKinney

Loree Chiaro

Kevyn Calnan

Christian Kroiss

Review of previous meeting minutes for corrections and/or approval:

Not applicable

Report of progress from prior meeting tasks to be done:

Not applicable

Hazards or concerns identified or reported since last meeting:

Not applicable

Review of accidents/injuries/near-misses since last meeting:

Not applicable

Other discussions:

**Lisa Beach: State Safety Survey** [**https://www.cptc.edu/risk/occupational-health-safety**](https://www.cptc.edu/risk/occupational-health-safety)

* Do we know whom we represent and what we do?
* Building 24 is interested in finding a Co-Captain. Lisa advises to reach out to the Deans of the departments for recommendations.
* WHY do we have an all hazards committee? It’s the LAW, College’s version of a sate’s safety committee
* Lisa provided information on where we can access All Hazards meeting minutes and information
* General thoughts?
  + It is difficult right now with COVID. How can we quickly report incidents and have it be accessible on and off campus?
  + Closure process – “Better CPTC,” who gets the results?
  + Concerns over making sure the right information goes to the right people
  + What type of reporting methods are there?
* Lisa receives “Better CPTC” results and will respond. Site is very active but we will work on advertising more
* Some of these items can be submitted to maintenance if it’s a maintenance safety concern as well
* In-person services
  + Let people know who the safety captains are
  + What kind of reporting or logging do the captains need to maintain?
  + Lisa has some suggestions, such as a safety walk. Any ideas can be brought to her
* Questions on our line of authority, every program has different risks and different areas to monitor on a regular basis. It will depend on one’s job description
* Hazard Communication Program – Hannah updated
  + Each building, each program
* South Hill, instructor is the classroom “manager” aka the expert on safety
* Some great takeaways from the Survey, but there is still lots of improvements to be made.

**Meeting concluded: 2:35 PM March 23, 2021**

Next meeting date/time/location: April 27, 2021 at 2:00 PM

Prepared by: Kevyn Calnan