

**Spokane Community College
Environmental Health and Safety Committee
2011-2012**

Date of Meeting: **January 5, 2012**
Place: Lair – 1st Floor Conference Room
Time: 2:30 – 3:15PM

Committee Members Present: Jim Roth, Dennis Johnson, Jeff Rogers, Brett Farrar, Claudia Roberton-Toews, Tyler Ables, Scott Jones, Pat Norman, Lynn Thompson, Mark Franklin (For Ed Solum), Chris Ewegen, Krishna Toner, Kevin Bartle, Zach Olson (Student), Kevin Robins, Roger Bragdon (District Consultant)

Committee Members Absent: Dave Cox, Art Capello, Cindy Friedman, Cindy Walters, Charles Robbins, Linda Poage, Tyler Beasley, Norma Cantu

Jim Roth welcomed the group and introductions were done around the table. It was noted that Mark Franklin was sitting in for Ed Solum and Zach Olson was welcomed as the new Student Representative.

We did not have minutes from the last meeting available for review.

Building self-inspections: Scott reported that some self-inspections are starting to get updated but he reminds us that these need to be done annually. We need a representative for Building 7 and for the Sports Center. The Self-Inspection Checklist Form can be found on the District website under Forms A-Z. Scott will accompany the Building Representative on an inspection if asked and if scheduled in advance.

November and December 2011 Incident Report Summary was reviewed. There were some 911 calls in November, including one where SCC Security wasn't notified. We are reminded to notify Security if 911 is called because the responders are likely to show up at Security to get assistance locating the incident. A District-wide email was sent out by Renee Harrison in December to remind us of that.

Scott reviewed the SCC Executive Summary. A large amount of old paint was disposed of through the surplus sale, which saved the cost of disposal (\$450).

Tyler Ables reported that things were rather quiet on the security end, with the Holiday break occurring. He foiled a theft in the cafeteria (yay Tyler). He reported that the outside lighting in the parking areas and surrounding the buildings has improved thanks to facility's responsiveness. We need to continue to report any problem areas. Some doors are wearing out and not closing properly, so we need to report these if we see them. Roger asked Tyler to report on a Security Survey that Tyler designed. It is a system that Tyler set up to analyze several aspects of security and resulted in making improvements such as trimming trees and bushes to make it harder for people to hide. If you want to know more, contact Tyler.

Under Open Discussion, Scott shared a document that shows all the various topics that he can do training in. The topics are quite varied. He does most training for facilities staff, but he can do training for any District personnel. He encouraged anyone to ask him if there is safety related training that they might want.

Mark Franklin asked about building evacuation plans and assembly points. There have been new and remodeled buildings that need updated plans. Scott reported that he is working with Security to update all building evacuation plans for all buildings on campus. These plans will be posted on the Internet. Scott anticipates that this will be done by the end of the month and we will be notified by email when that occurs.

No further issues were brought up.

Next meeting is scheduled for **Thursday, February 2, in the Lair DOWNSTAIRS conference room.**

Minutes prepared by Dennis Johnson