

Safety Committee Meeting

2/11/22 9-10am G2

Members in attendance:

Gary Smart
Joel Henderson
Karry Hardman
Anna Ehnes
Mary Kay Bonilla
Carmen Roberts
Roger Peffer
Kathy Meier
Rachael Bruce

Next Safety Meeting:

5/20/2022

Safety Smart Request

Request from Gary Smart to purchase a skid steer with brush and plow attachment

Current sidewalk snow removal equipment is beyond repair

Committee authorized expenditure of \$43,000 of Safety Smart funds, leaving a fund balance of \$5,746 for needs in the remainder of FY22

Committee Information Form

Reviewed and discussed campus committee information form

Draft of form attached to notes

Safety & Wellness Week: March 21-25

Finalize class offerings (see attached for previous classes)

- Online training courses through MSU
- Ergonomics Workshop (Brad?)
- Emergency Preparedness (Gary)
- Fire Extinguisher Training (Gary)
- Zone Steward Refresher (Carmen)
- Understanding the Safety Data Sheet (Karry?)
- Navigating Workers Comp & Avoiding Common Injuries (Carmen & Mary Kay)

HR will work on wellness seminars

Carmen will purchase prizes based on prior year list

Safety Committee

Chair: Executive Director of Operations

Meeting Type: Public

Meeting Dates/Times: Quarterly

Minutes: Informal

Minutes Responsibility: Executive Director of Operations

Purpose: The purpose of the Safety Committee is to reduce the incidence of occupational injury and illness among employees by promoting safety in the workplace in order to provide a safer working environment for all employees and to control the costs of claims for workers' compensation insurance.

Committee Responsibilities:

- Make training and education available to all employees to improve safety awareness on the campus;
- Conduct annual safety self-inspections (as required by MT statute);
- Make spending decisions for annual Safety Smart allocation
- Review workers compensation claims
- Distribute safety supplies as needed

Members:

Membership is on a volunteer basis but is encouraged from all areas of campus. The committee recruits faculty and staff to ensure representation from the health science & trades divisions, facilities, and human resources.

Term Limits: Not applicable