LAKE FOREST COLLEGE

SAFETY COMMITTEE MEETING MINUTES

Date: 11-20-13

Attendees: Jackie Slaats, Rick Cohen, Nathan Mueggenburg, Bill Martin, Davis Schneiderman, Carolyn Golz, Nick Schmitt, Silvana Presta, Bob Boutin

Start time: 4:05 pm

I. Unfinished Business

1. **Reports**

Ice Rink – Dave Siebert reported that exhaust fans have been installed. A walk through attended by members of the Athletic Department, Public Safety and Facilities Management is to take place in the coming weeks. The plan to address ammonia release procedures is to be finalized in the coming months.

Farwell Field netting - the cost for the safety netting, to control sports balls from leaving Farwell Field has been placed on the capital budget list for consideration.

* 1. New Business
1. **Accident Review (employees and student employees)**

Silvana Presta reported that a total of six worker compensation losses have been experienced this calendar year. Of these losses five were related to Facilities Management personnel.

Bob Boutin indicated that he has spoken with Dave Siebert regarding this increase of injuries to Facman personnel. Dave and Bob he agreed to increase employee training to address safety issues.

**B. Review findings from inspections**

Moore Hall – room evacuation plans are to be installed by Facman over the winter break.

**C. Employee education and training**

Hazard Communication training was completed for Facilities Management personnel as well as for staff in the science departments, Art, Athletics, Theater and VisCom departments. The training was performed in accordance with new OSHA requirements.

1. **Safety policy creation, evaluation, updates**

The Hazard Communication program was updated to address current OSHA regulations. The program was provided to the committee for review and no changes were recommended. The updated program will be added to the website and made available to employees upon request.

1. **Other business**

Apartment and resident life fire drills were completed.

Bloodborne Pathogen clean-up issues were experienced during homecoming when a student was injured at Moore Hall. A custodian of Aramark informed Public Safety that the Red Z used to absorb blood was very difficult to clean up and created additional exposures. Nick Schmitt indicated that Aramark has a different chemical used as part of their clean up kits and that these kits have been provided to Residence Life, as confirmed by Carolyn Golz. The Red Z used was likely left over and will be phased out.

FARWELL FIELD – ACCESS RAMP

Jackie Slaats discussed the ramp accessing Farwell Field as an on-going issue for handicap persons gaining access to the field. The ramp poses staffing challenges during events as the current practice is to use golf carts to assist persons in need. Situations arise when the cart is not available and persons in need must either wait or attempt the ramp on their own. Access to the bathrooms is also an issue as they are accessible only by walking down the ramp. Jackie questioned what could be done to address the situation.

Dave Siebert mentioned that the college is only responsible for making “reasonable” accommodations to aid persons in need. Dave also mentioned that excavating the ramp to the required pitch to meet requirements would cost around $50,000.00.

Rick Cohen suggested investigating the cost of building a wood ramp with landings to ease access. Dave Siebert indicated the ramp would need to be 80’ to meet the legally defined pitch requirements and that this would take a considerable amount of space.

A suggestion was made to allow handicapped access at the far gate along Illinois Road. This would alleviate access issues but toilet availability problems would still exist.

Jackie recommended that the situation be evaluated and a report on the findings be shared at a future meeting.

CHEMICAL DISPOSAL

Disposal of chemicals from Dr. Bob Glassman’s lab was completed through Badger Disposal. Naomi Campbell worked with the DEA in regards to the drugs previously held by Dr. Glassman. Bob Boutin assisted in the disposal process and all chemicals were properly diluted and discarded with disposal manifests provided.

POOL

Jackie Slaats reported that a complaint was received from a pool patron regarding access to the pool, specifically the need to provide a lift to aid persons with disabilities when entering or exiting the pool. Jackie reviewed the current regulations and identified that we were past the compliance date to provide a lift in accordance with ADA regulations for “public” pools.

Dave Siebert asked what defined a pool as being public. Jackie responded that because Lake Forest College allows public use we have to abide with the regulation. Jackie indicated that she would speak with Leslie Chapman or President Schutt regarding the payment for this capital expenditure.

Rick Cohen questioned who would operate the equipment to which Jackie responded the lifeguards would be trained. The committee agreed that an exposure exists and measures should be taken to address liability issues.

GENERAL ISSUES

Rick Cohen informed the committee that a controlled burn would be taking place on campus this coming Saturday, 11-24-13.

Rick raised concerns over traffic issues by the Harlan and Blackstone gate and the door and stairs by where the Public Safety vehicles are parked. Pedestrian and vehicle traffic in these areas remains high and the potential for injury exists as limited means are present to reduce the exposure.

Speed bumps have been installed at the crosswalk by the gate. Because they don’t extend across the full width of the drive vehicles will go around the bumps and drive closer to the gate. In order to prevent this practice Rick would like to install stanchions along the sidewalk by Harlan and Blackstone. The committee agreed that the exposure needs further consideration.

Rick would like to see a different configuration or the placement of barriers along the road to help direct pedestrian traffic between South Campus and the Mohr Student Center.

General pedestrian traffic concerns were also raised for areas on Rosemary Road and near Facman. Rick Cohen will share his ideas, plans with the committee as well as pricing for additional traffic controls at a future meeting.

Rick asked Dave Siebert if any plans were available that showed the lights on campus. Dave indicated that the new buildings drawings would show exterior lighting but no master plan was available. Dave recalled that a lighting survey was completed in the 1990’s by a consultant who compared campus lighting to the City of Lake Forest lighting and found that we were less than the city which prompted the addition of pole lights. These lights, after consideration by the city were installed by Lake Forest but paid for by LFC. Rick would like to see a master lighting plan developed.

SAFETY COMMITTEE

A question was raised as to the purpose and intent of the Safety Committee and how to best utilize the committee to address safety and liability issues. Jackie Slaats questioned how safety issues can be prioritized and then shared with other campus committees. Rick Cohen asked how to best propose safety issues to the college for funding.

Dr. Martin indicated that the committee’s responsibility is to discuss fundamental issues and to provide guidance and recommendations. The committee was likely formed to meet mandates from outside influences and that while safety issues are important there is a small pot of funding that must be fractioned off to keep everyone happy.

Dave Siebert reminded the committee of the capital funding process and that safety issues can be added for consideration.

Rick suggested that from a risk management standpoint we should be able to demonstrate how safety issues are identified and what action was taken or will be taken to address the exposures.

Bob Boutin will speak with Leslie Chapman regarding the committee’s purpose and this information will be shared at the next meeting.

IV. Next Meeting

Date to be determined

Meeting adjourned: 5:05 pm