

LAKE FOREST COLLEGE
SAFETY COMMITTEE MEETING MINUTES

Date: February 12, 2020

Attendees: Dave Siebert, Scott Schappe, Mike Kash, Paul Gladden, Nick Chevillot, Rick Cohen, Wendy Ohman, Tracy Taylor, Kathy Salinger, Richard Pettengill, Agnes Stepek, Mary Grigar

Start Time: 4:00 pm

Unfinished Business

Reports

Science lab inspections including testing all hoods were completed during winter break.

Mike Kash reported that he is in the process of renewing the nuclear license for the small quantity of nuclear material stored on campus. A third party licensing firm, RSSI, has been hired to assist with the process that follow IEMA standards. The process should be completed in February, 2020.

On January 7, 2020 the same consulting firm, RSSI, conducted the room surveys where radioactive material had previously been used. The audit identified the rooms where the materials will no longer be used and these locations were removed from the list.

On January 23, 2020 select personnel were trained as Authorized Users, a training that will be repeated annually.

Disposal of unneeded materials will take place during this semester. An approved third party firm will be hired to complete the disposal.

Two changes to the renewal identified that a letter to Public Safety identifying the location of materials is no longer required and, anyone needing access to the storage room will need to obtain permission from the designated person in charge of the nuclear materials.

Action Items

Emergency Lights – the program to create a list of all lights remains in progress.

AED Issues –All current AED's were updated with new child and adult pads. Athletics replaced their batteries in accordance with the manufacturer's recommendation. Public Safety will replace their batteries by December, 2020 when they are set to expire.

A question was raised at the previous meeting regarding the need for additional AED's. The committee discussed this issue and came to the conclusion that additional equipment is not needed.

Kathy Salinger confirmed that there are no regulations that stipulate when an AED has to be replaced, which confirmed the findings from the previous Safety Committee meeting minutes.

Building Inspections – the buildings continue to be inspected with findings provided to Facman for repairs.

Sprinkler Inspection – quarterly building sprinkler inspections continue to be completed.

Lab Inspections – the list of current labs has been developed and inspections will continue.

New Business

Accident Review

Agnes Stepek reported that since our last meeting one minor worker compensation injury was experienced however, no general liability claims have been submitted.

Two recent auto claims have been experienced. Both employees involved in the accidents were determined to be at fault and will be required to complete refresher driver safety training.

A review of loss runs identified the following five year loss history from 2016 to 2019:

Automobile	21 occurrences	Incurred \$46,795.00
General Liability	17 occurrences	Incurred \$15,878.00
Workers Compensation	22 occurrences	Incurred \$103,999.00

The College will continue to work towards reducing the frequency and severity of future claims.

Coronavirus - Kathy Salinger reported that she continues to review the CDC and Department of Health (DOH) information related to this worldwide health issue. Kathy reported that 13 confirmed cases of the virus have been located in IL while 300 suspected cases were ruled out and 60 cases remain pending a final determination. The virus is spread through respiratory droplets that may come into contact with other person's mouth, nose or eyes.

The virus is expected to spread throughout the United States and may re-appear next fall. To help combat the spread, travel restrictions including tracking if persons travel through China have been applied. U.S. citizens who have a potential exposure are quarantined for at least a 14-day period to help determine if they have the virus.

The DOH recommended that if a student shows symptoms they are to remain on campus and be quarantined. The Health and Wellness Center will need to be notified so Kathy Salinger can contact the Health Department for direction.

If a quarantine is required the best option will require a room with a bathroom and a room where a negative pressure (to contain potential germs) can be achieved. The students' contact with others such as in classrooms or in the residence halls (especially roommates) will have to be determined, so as to track those person's health.

The Illinois DOH wants the College to come up with a pandemic plan however, they have not provided the guidelines of what this plan should include. Rick Cohen asked about the prior H1N1 plan to which Kathy Salinger requested a copy be sent to her for review.

The concern over who has contact with potentially infected persons, how to feed these individuals and how to provide a controlled environment were raised.

Dave Siebert expressed concern over the ability to properly segregate persons on campus while Paul Gladden questioned how we could require persons to remain on campus. Kathy Salinger responded that if a positive case is experienced the DOH will step in and take control of that person.

Nick Chevillot informed the committee that the Sports Center is equipped with a device that makes the facility a negative pressure environment.

After discussion the Committee recommended that a plan be developed and an initial group of designated personnel be assigned to work on this issue. Wendy Ohman will inform Lori Sundberg of our concerns and the need to develop this group.

It was reported that there are no Lake Forest College students in China for international studies.

Employee Education and Training

Bloodborne Pathogen training for new RA's and RD's has been completed for those who recently assumed these positions.

Safety Policy Creation, Updates, Evaluation No update

Other Business A question was raised by Dave Siebert regarding the need for additional Sharps containers on campus. Kathy Salinger reported that four new containers had recently been installed and that they will be monitored to determine how quickly they will be filled before a determination is made regarding placing additional containers around campus.

The Tier II reports were submitted in accordance with EPA requirements.

End Time 5:08 pm

Next meeting date TBD