

## **December 8, 2011 Safety Committee Meeting**

HMSC Safety Committee

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Present:, Randy Walker, Bob Miller, Bill Hanshumaker, Russell Haner, Todd Cross, Janet Webster, Patty George

### 1. Evacuation issues:

The problem with downed power lines after an earthquake was discussed and the possibility of placing those lines, along the evacuation route, underground is being explored by the City.

### 2. Planning for transition in HMSC/OSU facilities:

Randy's last day will be December 14. Bob Miller will be the interim facilities manager and chair the safety committee meetings and be the contact and point person on safety concerns and emergency situations.

- HMSC Facilities position description needs to include facility safety committee position and other required emergency planning groups and responsibilities.
- County emergency planning: Rick Brown will continue to attend the quarterly meetings of the county emergency-planning group. Bob Miller will also be on the mailing list in the interim.
- Maryanne Bossa has the committee contact information and will share it with safety committee members that need it.
- Safety Committee functions: Randy Walker currently chairs the meeting. These need to happen monthly with monthly reports. Bob Miller will assume these responsibilities in the interim.

### 3. Dive Safety and Small Boat Program interviews:

OSU is currently interviewing for a new Dive Safety Officer and Small Boat Program Manager.

Interview questions that were asked included:

Questions about the applicant's background and training in first aid, safety, and the re-compression chamber. The position will most likely be stationed on the Main OSU campus.

#### 4. Lab Safety Training and Signage:

It was decided that new custodians should do a facility walk through and lab safety training which is now available on line at the OSU web site.

Bill Hanshumaker asked about the evacuation routes and emergency equipment signage at the drinking fountains in HMSC and NOAA buildings. Patty George shared that the NOAA buildings have been posted but at this time there are no current signs for the HMSC. HMSC facility staff will map the locations and the signs will be developed for the HMSC buildings and posted.

5. Todd Cross mentioned that Zee Medical was missing the HMSC shop kit.

6. The Safety Meeting minutes need to be posted and are sent to Dan Cutter.

#### Action items:

- Evacuation routes and emergency equipment signage at the drinking fountains in HMSC.
- George needs to appoint an OSU contact for the county emergency planning. Bob Miller will also be on the mailing list in the interim.
- George needs to appoint a chair of the HMSC Safety Committee. Bob Miller will be the interim contact and point person on safety concerns and emergency situations.
- Complete installation of up-to-date signage on OSU labs.
- Patty will send electronic copies for the NOAA building safety equipment and shut off location maps with HMSC facilities personnel.
- Bob Miller will see that the First Aid Kit is more accessible and routinely stocked.

#### Future agenda items:

Basic lab safety training for custodians

Monitor what happens for DSO/Small Boat Program hiring.