



**Washtenaw Community College**  
**HEALTH AND SAFETY COMMITTEE**  
Regular Meeting Minutes  
Thursday, March 14, 2013 — 9 a.m.

**Members:** Todd Bishop\*, Beau Burgen, Steve Burgess, Debra Eastman\*, Damon Flowers, Holly Herman\*, Melanie Jorgensen\*, Barb LaFleur, Cheryl LaPointe\*, Todd Robinson, Saint\*, Martin Thomas\*, Rick Westcott, and Barry Wilkins

**DISCUSSION:**

**1.) REVIEW INJURIES FOR PREVENTION PURPOSES – Cheryl LaPointe**

- Cheryl informed the committee that the College is using a new medical care facility for non-life threatening work place injuries. The new facility is Washtenaw Urgent Care on Washtenaw Avenue in Ann Arbor. They are open 8:00 am – 10:00 pm, 365 days a year. All other procedures are the same for work place injuries.

- 
- Total new Injury/Incident Reports since 02/14/2013 equals two (2).

**Type:**

- Slip and Fall (outside) = 2

**Total OSHA Detail, YTD:**

- Total cases = 2
- Days Lost = 12 (includes Saturday & Sunday)
- Days Restricted = 8 (includes Saturday & Sunday)

**2.) GENERAL CONCERNS –**

**Construction; Todd Bishop reported the following:**

- The Energy Center's chiller is being upgraded to save the College money and be more efficient.
- Construction has begun on 16 new welding labs in GLTC. This project is being funded by the United Association. This will allow them to broadcast classes live around the country, Mexico, and Australia.
- Handicap buttons will be installed on the second floor doors in the Parking Structure that lead to the bridge area. There have been numerous conversations about one being installed to the main entrance to Security as well but, per code, it is not required.

**3.) NEW BUSINESS –**

- Melanie Jorgensen reported that the Ann Arbor Township Fire Department will begin campus wide fire inspections on March 20. **Please make sure that all fire exits are clear and all storage is below 18 inches from fire sprinkler heads.**
- Holly Herman and Saint inquired about CPR training. It was suggested that staff members contact Joel Pobursky for scheduling.
- Holly Herman from grounds was informed about several slip and falls due to the icy conditions.
- Melanie Jorgensen reported that during the sprinkler inspection, it was discovered that several sprinkle heads are not up to code in the GM building. These will need to be lowered to the ceiling tile height. This is being discussed between Melanie and Todd Bishop.
- Saint inquired about the two (2) doors missing at the bottom stairwell in SC and if they are up to code. Todd Bishop informed him that the College is not violating any codes and that all the doors might be removed.

**NEXT MEETING:**

**Thursday, April 11, 2013 at 9:00 AM in SC 330**

Respectfully Submitted by Barbara La Fleur

\* Members present