Great Basin College

Safety Committee Meeting Minutes

September 9, 2011 9:00 AM

Attending: Dale Bolinder, Heather Steel, Kara Coates, Pat Anderson, Bret Murphy

Absent: Heidi Johnston, Steve Garcia, Thomas Bruns (excused)

The committee reviewed the draft laboratory, technical and career skills course general safety procedures that were written Spring 2011 semester. A few changes were suggested and the procedures will be brought back to the October meeting for review and additions.

The committee discussed the idea of holding lab aide training at the beginning of the semester to ensure all aides know what to do in the event of an accident or emergency. The procedures state an Aide needs to be present to have a lab open but we are not ensuring they know what to do when they are present.

Kara Coates explained that she is changing the way the sciences M.S.D.S are held. Rather than having one master file she is breaking them down by lab so they will be available in the lab as needed. Should an incident occur this will make the retrieval quicker for emergency information and action.

A request was made that Pat work with Kelly in auto/diesel to update the M.S.D.S. files and place them in an available location for faculty and students not in the files in her office. Pat agreed to work on improving the system in that area.

It was reported by Dale that the locks on the gates into the diesel compound were not keyed alike so some faculty could enter via one gate or the other but not both. Pat will talk with B & G to have them fixed.

No further items to report.