

**SAFETY COMMITTEE MEETING**  
**MINUTES**

September 25, 2018  
3:00 pm  
Elko – Chilton Circle Modular

**Members Present:**

Pat Anderson, Sheri Baker, Steve Garcia, Jodi Gerrits, Brenda Gonzales, Heidi Johnston, Lora McCarty, Earl Owen, Roger Quijada, Tami Potter

- ❖ Introductions of all members and guests.
  
- ❖ Old Business – The committee discussed the issue of employees beginning to smoke directly outside of building doors again. Pat explained the policy was on the website if any one needed to share it. The distance set for smoking was 30 feet from a building entry or HVAC intake. This distance was used because it was what Classified staff state policy is.
  
- ❖ New Business –
  1. The committee was advised about the number of vehicle damage type accidents that have occurred in the Health Science parking lot this semester. Security was not called to take a report in each case, however, Heidi reported at least six vehicles have been damaged in the nursing department. The committee recommended talking with Buildings & Grounds about putting gravel in the open lot and requiring the contract training students to park there. The committee also recommended exploring changing the parking spaces to angles so there is less change of backing into a vehicle.
  
  2. The committee members discussed a reasonable time for a weather related delayed start and it was agreed that 9:30 AM was a good start time for most.