

Safety Committee Minutes

July 19, 2017

Third Floor Conference Room

Attendees: Jon Blanchard, Tim Crowley, Bill Egeler, Peter Goheen, Dottie Martin, Tom Richard, Mike Williams, Courtney Cyr-recorder

Absent: Pam Buck, Bob Collins, Fred Doody, George Gartley, Beth Hummel, Barry Ingraham, Lori Keith, JP Levasseur, Rob Ottaviano, Bob Rice, Rick Taggett, Gregory Thompson

I. Review minutes of June 21, 2017

- a. Motion was made to accept the minutes
- b. Minutes were approved

II. Review of Action Items

- a. Continue to think about training for slips, trips, and falls and the potential for electrical accidents
- b. Leah Buck and Barry Ingraham have been in touch regarding training for Mechanized Logging program instructors

New Business

III. Incident Reports

- a. No incidents have occurred since the June Safety Committee meeting

IV. New Safety Training Format/Process for New Academic Year

- a. Worker's comp provider is now MEMIC (Maine Employers' Mutual Insurance Company)
 - i. Loss specialist from MEMIC met with Beth Hummel, Mike Williams, Barry Ingraham, and Tim Crowley
 - ii. MEMIC has an online safety program with a library of trainings
 - iii. MEMIC will provide some in person training
 - 1. A list of NMCC trainings will be provided to MEMIC so they can tell us which of our trainings they can complete in person
 - iv. MEMIC has a system to log trainings and it can send a reminder to users when they need to complete a training
- b. Possibly complete the four main trainings (blood borne pathogens, hazard communications, lock out/tag out, fire prevention) with staff within the next 2-3 weeks
 - i. Karl Jackson has been contacted about providing training
 - ii. How do we want to administer training to faculty and remaining staff?
- c. System's office is assessing who at the System office level will be responsible for answering questions regarding safety and security

Round Table

- V.** Reminder that ATLC will be on campus Sunday, July 23, through Thursday, July 27

- a. Jon Blanchard will conduct a fire drill for them in Andrews Hall

Next meeting: Wednesday, August 16th at 10:00 a.m., third floor conference room