

Safety Committee Minutes

February 16, 2022

Zoom Meeting

Attendees: Jon Blanchard, Angela Buck, Pam Buck, Tim Crowley, Courtney Cyr-recorder, AJ Gagnon, Lee Griffin, Matt Grillo, Dottie Martin, Tom Richard, Mike Williams

Absent: Peter Goheen, Joan Haines, Barry Ingraham, Lori Keith, Lindsay LeBlanc, Kord Putnam, Trena Soucy, Shari Ward

- I. Review minutes of November 17, 2021 meeting
 - a. No minutes to review
 - b. If you have notes or remember parts of the discussion from the November 17 meeting that you feel should be included in the minutes, please forward it to Jon
 - c. Notes from Tony Jones' (MEMIC) attendance of the November 17 meeting are attached

New Business

- II. Incident Reports
 - a. Employee incident
 - i. Leaving Wellness Center, curb was covered by snow and ice, stepped on the slope and slipped
 - ii. Concerns were voiced by committee members who have witnessed others have close calls in the same location
 - b. Contractor incidents
 - i. Bookstore manager slipped getting out of his truck and did a split
 - ii. B&P custodian slipped on ice by Aroostook Hall and broke his leg
 1. Didn't stay on the walkway, took a shortcut across an icy patch on the island
 2. B&P owner Paul Morgan transported the custodian to the hospital
- III. Covid-19 check-in
 - a. Protocols are staying the same
 - b. We have had covid cases on campus the last two days
- IV. Hazard Assessments
 - a. Work in progress
 - b. Jon, Barry, and Courtney met with a consultant (Carl Allen) to review the work that has been done on the assessments so far
 - c. Spreadsheet being developed with all of the areas on campus, then broken down by job

Old Business

- V. SafeColleges Reminder
 - a. Reminder to all to check their SafeColleges account and make sure they're up-to-date

VI. Action Item Review

- a. Update “responsible party” and “follow-up” for hazard assessments to Barry and the consultant

Round Table

- VII. The way a closure message (i.e. storm closure) is entered into the system has changed
 - a. A phone app is now used instead of calling/emailing the message
- VIII. Electrical issue in Residential Life
 - a. Discovered a fuse had blown in the 4,160-volt power that feeds Snow Hall, Penobscot Hall, Washington Hall, Aroostook Hall, and Reed Commons
 - b. Versant and County Electric investigated the issue further
 - c. Versant tried installing a new fuse, but it blew instantly
 - i. Found a short that occurred underground which caused this
 - 1. County Electric put a safe temporary fix in place and we will search for a long-term solution
 - d. This also caused a disruption to food services, so food was served to students/faculty/staff from the College Store
- IX. It’s the time of year for slips – please make sure Lee is one of the first people notified so problem areas can be taken care of to avoid another incident in the same spot
- X. Chamber of Commerce dinner is coming up on March 10
 - a. Tables have been spaced out, limiting the number of people at each table, card included with the invitation that stated the covid protocols that will be in place for the dinner and that the dinner could be canceled if a covid issue happens

Next Meeting: Wednesday, March 16th, 1:30pm via Zoom

Attachment: Tony Jones email

Courtney Cyr

From: Barry Ingraham
Sent: Tuesday, November 30, 2021 8:17 AM
To: Jon Blanchard
Cc: Courtney Cyr; Timothy Crowley
Subject: Fw: Policy 1810113686 Maine Community College System NMCC Safety Committee November 17 2021 Onsite Visit

Jon,

Below is an email from Tony Jones for your records and use.

Barry

Northern Maine Community College
33 Edgemont Drive
Presque Isle, ME 04769
(207) 768-2706 (Voice)
(207) 768-2831 (Fax)
barry@nmcc.edu
<http://www.nmcc.edu>

Confidentiality Notice:

This communication, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, duplication, disclosure, or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply email and delete all copies of the original communication.

From: Jones, Anthony <AJones@memic.com>
Sent: Monday, November 22, 2021 12:54 PM
To: Barry Ingraham <nbingrah@nmcc.edu>
Cc: SDwelley@crossagency.com <SDwelley@crossagency.com>; Paiton, Aaron <APaiton@memic.com>; Rob Nadeau <rnadeau@mccs.me.edu>
Subject: Policy 1810113686 Maine Community College System NMCC Safety Committee November 17 2021 Onsite Visit

Hi Barry,

This email documents my attendance at the NMCC safety committee meeting, on November 17, 2021. Thank you for the invitation to attend.

During the meeting there was discussion regarding the review and acceptance of the campuses safety policies. I referred the committee to the MEMIC online resources such as the "Safety Director and the (BLR) Business and Legal Resources on our homepage.

The issue, as the safety committee has discovered, is for the most part even the OSHA regulations provide guidelines leaving the organizations to fill it in according to their specific needs and requirements. I think; the requirement for those reviewing policies, for acceptance, be required to benchmark with what is available for reference.

Sincerely

Tony Jones

Anthony Jones RN, COHN, OHST, WCP®

Safety Management Consultant

The MEMIC Group

603-978-3562 (mobile)

800-660-1306, ext. 3345 | 207-791-3333 (fax)

261 Commercial Street, Portland, ME 04101

Mailing: P.O. Box 11409, Portland, ME 04104

memic.com | [Safety Director](#) | [Workshops & Webinars](#) | [Safety Blog](#)

ATTENTION: Workplace Safety Is Your Responsibility. MEMIC Loss Control makes no representation or warranty that any recommendation, report, action, statement, or other communication made by us or any of our service providers will assure that any practices, procedures, premises or operations are safe or healthful or in compliance with any law, rule or regulation. Our safety surveys and recommendations relate primarily to underwriting concerns and do not constitute an assumption or undertaking by us or our service providers of your obligations to provide a safe and healthful environment. Neither you nor your employees, agents, or invitees are entitled to rely upon any loss control activities provided by us and engaging in such activities is not a delegation to us of any of your legal responsibilities. We exercise no control over your premises, operations or employees, and have no responsibility or authority to implement loss control recommendations, the implementation of which is your sole responsibility. Maintaining a safe, healthful workplace in accordance with all applicable laws is your responsibility as a business owner.



Confidentiality Notice | This e-mail message, including any attachments, has been sent from MEMIC and is for the sole use of the intended recipient(s). It may contain information that is privileged or confidential. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, you are asked not to distribute this message. If you are not the intended recipient, please delete it and contact the sender by reply e-mail. Thank you.