

**Shop Safety Committee Meeting - AGENDA
July 7th, 2021 @ 1:30 pm via ZOOM**

Invited:

Francisco Espinoza	Ramon Garcia	Shawn Pinkoski
Scott Halle	Michael Griffis	Rebecca Yerin
Drew Elliott	Damion Unale	James Volturo
Tom Reidelbach	Jun Garcia	
Joseph McDaniel	Anthony Martinez	
James Murray	Brett Kitch	Ryan Walker

1. Greetings and introductions - 5 min

- Discussion about group mission – How safety affects our day to day duties
- Frank E- Proposal to create formal database and or process to report hazardous locations or general hazards to Loss Prevention Committee
- Discussion - Define process for each working group to report hazards.
- Discuss if and how committee members can or should take on “projects” – Example ladder program, become certified instructors.
- Remember, meeting notes are posted on the safety bulletin board in the FS hallway. Members should feel free to post in their local departments as well if so desired.

Old business:

2. Incident Review Process – 15 min

- Frank proposed a rough framework of a reporting process and changes to near miss forms and process posted on Occupational safety webpage.
- How do we get this info out to the community, when we have settled on the details?

3. Ladder Safety – 10 minutes

- Gabe Gurrola to do a demonstration of the ladder tracking software

4. BioRaft update – 5 min

Reviewed Bioraft Issues. Set expectations for BioRaft users and supervisors

- New Business

-Loss Prevention Committee Reporting – Meeting with Aaron Kaminski to discuss future role of SSC’s in getting route cause reporting and mitigations strategies.

- Training reminders to the folks in our purview, making missed training available to employees who missed training. Currently using MS teams.

- Making PPE available and using it on campus – How to acquire -Justification in JHA’s

- Request to make meeting bi-monthly- Decided to wait until after Meeting with Aaron K.

-James to assist frank in Identifying all his student workers who may require non- qualified electrical workers.

- Equipment inspections – Who is in charge- Lifts ,forklifts – Need to get forklifts, man lifts inspected.

- Grounds requested traffic control training – Certification – Frank to check on certification options.