

## **LOSS PREVENTION AND SAFETY CONTROL MEETING MINUTES**

**Date:** Wednesday, October 13, 2021

**Time:** 3:00 p.m. – 4:00 p.m.

**Location:** Virtual Via Microsoft Teams

**Alternative Attendance:** Not Applicable (Under Restrictions on Mass Gathering)

### **Call to Order at 3:04 P.M.**

Roll Call: Billy Bagwell (Safety Officer/Coordinator), Lee Quick (Inventory Control Supervisor), Janay Tweedy (Support Specialist), Scott Smart (Chief Financial Officer), Brendan Asher (Director of Black Water Draw Museum), Vee Lucas (Accessibility Resources Coordinator), Scott Davis (Director of Purchasing)

### **Updates**

- 1.) Mr. Bagwell let the committee know that the yearly fire extinguisher inspection has taken place. We did have a few deficiencies that have already been remedied. The only exception to this is the weight training facilities. This area was damaged during the flooding but will have its inspection done before the end of the year.

### **Duties and Reports**

- 1.) Safety Officer / Coordinator's Report – Mr. Bagwell reported that we had a total of 5 claims for workers' compensation claims. One was a lack of PPE, two were employee negligence, and two were from infrastructure. This total will be added to the yearly report.  
Mr. Bagwell also reported that we had three incidents with loss to the university, but a total was not available at this time.

### **Scheduled Business**

- 1.) No Scheduled Business

### **New Business**

- 1.) Input from the committee concerning winter PPE/ Future Seasonal PPE needs- Mr. Bagwell let the committee know that with winter approaching, one of the best ways to prevent slips, trips, and falls is to provide the proper footwear for the employees that will be in the elements. After discussion, Mr. Smart said he would be talking to John Crates about creating a budget for PPE and Mr. Kanmore about the Physical Plant employees using the funding for footwear and jackets.
- 2.) Input from committee for future training needs and scheduling Campus-wide- Due to time, this was not discussed. This will be added to the next meeting agenda.
- 3.) Input from committee of forming a campus-wide written Bloodborne Pathogen Plan- Due to time, this was not discussed. This will be added to the next meeting agenda.

### **Old Business**

- 1.) No Old Business was raised

## **Votes**

### **Agenda**

- 1.) Lee Quick
- 2.) Brendan Asher

### **Minutes**

- 1.) Scott Davis
- 2.) Scott Smart

## **Roundtable (Each Member's Final Thoughts)**

Each member is given a final opportunity to speak candidly before adjournment (Should not be used as an opportunity to raise new business).

## **Adjournment**

With no further business to conduct, the meeting was adjourned at 4:10 P.M.