Department of Labor and Industries Division of Occupational Safety and Health www.lni.wa.gov/safety - 1-800-423-7233



SAFETY MEETING MINUTES

The record for this safety meeting must be	kept 1	or one year.		Page 1 of 2
Employer Clover Park Technical College				
Worksite location	-			
4500 Steilacoom Blvd SW, Lakew			N/	120
Meeting date: 08/28/18		Meeting start time: 03 p.m.	2:37	ng end time:
Attendance		03 p.m.	2.57	p.III.
(M)anagement (E)mployee			M	М
		Hannah Precour	E	E
Examples:			1,4	
John Smith Mary Brown	M E		M E	. <u>M</u>
1117	-	-	-	
Christian Kroiss	M		M	M
Dean Massey	E		E	E
Sheli Sledge	M		M	M
Kurt Freeman	E		E	E
Lisa Beach		-	-	
	M E	***************************************		
Cat Morris Agenda:				2
Review minutes of our previous meeting	g date	d 7 / 24 / 18 for corrections	/a pproval .	
Progress report on last meeting's "Tol	Do"lis	t:		
N/A				
			-	
				4
Discuss hazards, concerns, self-inspection	ons, ot	ner inspections, etc., since our last meeting	ļ.	
	_			
Per Cat Morris - possible air quality	issu	e in Building 16. Lisa B will co	ontact John	Kaniss.
Kurt Freeman questioned whether the	he oe	merators have been tested and fi	reled Liss	B will contact John Kaniss
ixart i recinan questioned whether the	ile ge	inclutors have been tested and h	zerea. Erse	1 B will contact John Ramss.
Hannah Precour mentioned some sa	fety	hazards associated with the cab	le installati	on in Building 14. Lisa B
will contact Pam Jeter and ask her to	ren	nind the contractors.		

Department of Labor and Industries Division of Occupational Saftey and Health www.lni.wa.gov/safety - 1-800-423-7233



SAFETY MEETING MINUTES

The record for this	s safety meeting must be kept for one year.	Page 2 of 2
Review accid	ent/near miss reports to determine if causes were identified and corrected	
Three employee	e and three student accidents were reported. All were minor.	
Meeting date:	Meeting start time: Meeting end time:	
08/28/18	2:03 p.m. 2:37 p.m.	
Suggested up	dates to our Accident Prevention Program	
N/A		
Other		
Discussed updat	ed to Emergency Operations Plan and new notification system, RAVE.	
T. D. L.		
To Do List:	Assigned to:	Due:
Minutes written by	Meeting leader (signature)	
Lisa Beach	Disa Beach	
Date next meeting	Start time Location	
10/23/18	2:00 p.m. Building 19, Room 107	
Additional atter	ndance, members absent, guests (from front) or other notes:	