



# SAFETY MEETING MINUTES

The record for this safety meeting must be kept for one year.

Employer Clover Park Technical College				
Worksite location 4500 Steilacoom Blvd SW, Lakewood, WA 98499				
Meeting date: 4/24/18		Meeting start time: 2:01 p.m.		Meeting end time: 2:33 p.m.
Attendance (M)anagement (E)mployee				
<i>Examples:</i>			M E	M E
John Smith	M	Hannah Precour	M E	M E
Mary Brown	E	Tula Mollas	M E	M E
Christian Kroiss	M		M	M
Greg Doyon	E	Julie Watts	E	E
Larry Clark	M		M	M
Jax Chandler	E	Catherine Morris	E	E
Lisa Beach	M		M	M
Kurt Freeman	E	Lisa Wolcott	E	E

**Agenda:**

Review minutes of our previous meeting dated 3 / 27 / 18 for corrections/approval.

Progress report on last meeting's "ToDo" list:

Christian will follow up on the hole by Building 6

Lisa B will follow up with MtnC regarding ladder safety

Discuss hazards, concerns, self-inspections, other inspections, etc., since our last meeting.

Parking lots need painted

City of Lakewood changed the west entry when putting in sidewalks making it difficult to turn right

Grounds seems to be actively blowing debris at people and cars

Bldg 16 South near gated area, charger should be moved before visitors

SHC - Not yet mowed this year and there are dead trees as well.



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Review accident/near miss reports to determine if causes were identified and corrected

Multiple health issues in class, employee auto accident, Steilacoom accident causing campus issues

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Suggested updates to our Accident Prevention Program

N/A

Other

To Do List:	Assigned to:	Due:

Minutes written by Lisa Beach		Meeting leader (signature) <i>Lisa Beach</i>	
Date next meeting 05/22/18	Start time 2:00 p.m.	Location Building 19, Room 107	

Additional attendance, members absent, guests (from front) or other notes: