CAHNRS College-Level Safety Committee Meeting Notes
February 9, 2021

1. **Introductions of New Members**
   Attendees: Mike Costa, Kat Odell, Deb Pehrson, Dixie Kearney, Brent McCann, Teresa VanderPol, Ian Leslie, Saber Glass, Shawn Ringo, William McCrea, Herb Lengel, Jim Kropf, Dan Gorton, Michael Chapman, Jerry Moreland, Julia Christian, Jon Schlee

   We will send out meeting notes after the Safety meeting that you can forward to the folks in your represented areas. The new committee members will soon be updated on our CAHNRS Safety site. [https://operations.cahnrs.wsu.edu/safety-committees/](https://operations.cahnrs.wsu.edu/safety-committees/)

2. **Incidents/Injuries**
   - IBC - Employee was working from home with a device to aid hand section of plant stems, accidentally dropped the device on the floor and cut finger as he reached to pick up the blade. (Please ensure that appropriate Personal Protective Equipment is available to employees working from home.)
   - Creamery – thumb was squashed between cheese hoops as they were being rinsed by employees.
   - Youth and Families - Employee was walking down the stairs, slipped and fell forward onto the landing - broken ankle.
   - Animal Sciences - During milking, one of the cows trapped a student up against the metal board at the start of the entrance alley as another cow squeezed her way in in the parlor.

3. **Topics for Discussion**
   - Accident Prevention Plan Review – Personal Protective Equipment
     The Safety Committee is still working our way through the CAHNRS Accident Prevention Program review process and getting those up on the web site. [https://operations.cahnrs.wsu.edu/cahnrs-app/](https://operations.cahnrs.wsu.edu/cahnrs-app/) Please plan to review the APP chapter on Personal Protective Equipment (attached) and provide comments or feedback by the March 9th meeting.

4. **Training** - [https://hrs.wsu.edu/training/](https://hrs.wsu.edu/training/)
   - Personal Protective Equipment Fundamentals
     The Safety Committee went through the online general PPE training as a group.

   Remember, every employee must take, at a minimum, the following safety training titles.

   **SIX REQUIRED SAFETY TRAININGS FOR ALL EMPLOYEES**
   
   Recordkeeping for these trainings occurs via SkillSoft. Contact hrstraining@wsu.edu with questions. *Asbestos Hazard Awareness training records are kept by ehs@wsu.edu. Visit WSU Online Safety Training, log into your training account, and search for the title.
- Back Injury and Safety Prevention
- Slips, trips, and Falls
- Emergency and Fire Safety Preparedness
- Portable Fire Extinguisher Safety
- Office Ergonomics
- Asbestos Hazard Awareness (Online Training on the Environmental Health and Safety Website)

The CAHNRS Operations Safety Training web page also links to agricultural safety topics, Dairy cow handling, and the Risk Management Driver Safety Training. These can be accessed without logging in to any other system.

https://operations.cahnrs.wsu.edu/safety-training/

Student Employees

Students may access the same training topics in Blackboard that are available to employees through SkillSoft. Often we need students to be able to access the training immediately (Blackboard) rather than waiting for an employment action to get through Workday. Print a copy of your course certificate for your records after completing the training. Here are the Blackboard instructions.

Click this link to log in https://apps.aoi.wsu.edu/ii/blackboard/student-safety-training.aspx

Once you log in, click on the learn.wsu.edu.

Then click Agree & Continue or click Self Enroll if that appears for you.

Kat Odell, Operations Administrative Manager, cahnrs.safety@wsu.edu, 509-335-3460
Then click WSU Authentication.

Scroll down to My Courses and click Student Safety Training.

Then select the training titles you need to take from within the following.

<table>
<thead>
<tr>
<th>My Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Courses in which you are enrolled as a student</strong></td>
</tr>
<tr>
<td>Term: Continuous</td>
</tr>
<tr>
<td>Student Safety Training (CONT-000-STUDENT_SAFETY_TRAINING-100-NC509938-LEC)</td>
</tr>
</tbody>
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5. **Reminder - Voluntary COVID-19 Testing** for active WSU faculty, administrative professional, classified staff, and non-student temporary/hourly employees. Faculty and staff are
encouraged to be tested; especially if they are working on campus, however, participation is voluntary.

- [https://hrs.wsu.edu/covid-19/covid-19-testing/](https://hrs.wsu.edu/covid-19/covid-19-testing/)
- Air National Guard Testing Locations for this week are posted online at the address above.

6. **Next Meeting:** Tuesday, March 9th 2:00 – 3:00

**TOPICS FOR NEXT MEETING’S AGENDA**

- Safety Reports/Updates
- Safety Training Updates
- Seasonal safety topics