



2026 OSU-Cascades Safety Advisory Committee Quarterly Meeting Agenda

Date of Meeting: February 25, 2026
Time of Meeting: 12:00 PM
Location: Remote - Teams - **Join:**
<https://teams.microsoft.com/meet/29002282147527?p=Zeabr7d0TzXs5hhCe2>

February 2026 Agenda

- Call to Order
 - Agenda
 - Introductions
 - Take Attendance (for meeting minutes)
- Prior Meeting Minutes Consideration and Approval
 - N/A
- New Business
 - Review, approve and send for signature (if approved; or identify edits to incorporate) OSU-C Health and Safety Charter
 - Review and announce Committee Charge Letter (which will be sent to all members)
 - Review and approve (or identify edits to incorporate) OSU-C Safety Advisory Committee Charge
 - Identify Roles
 - Committee Chair (Andi Shinderman)
 - Co-Chair (Bruce Seal)
 - Secretary/Note Taker/Webpage and Committee Email Administrator?
 - Discuss Functions of each Role
 - Make amendments, where needed
 - Who/how create Committee webpage
 - Discuss how to gain access to monitor Committee email (Cascades.Safety@OSUCascades.edu)
 - Review Chair Appointment Letter
 - Do we need one for all roles (Co-chair, Secretary, etc.)?
 - Review Member Letter
 - Vote for Chair, Co-Chair, Secretary (any other roles)
 - Confirm plan to send/sign/return letters
 - Chair, Members
 - Review 2026 Committee Incident Reporting Spreadsheet
 - Discuss whether July 6, 2023 Committee Proposal is still valid, or if new proposal should be drafted and submitted (and by whom to whom? Andi and Bruce to Sherm?)
 - Confirm/Adjust Meeting Cadence for 2026:
 - Quarterly - Fourth Wednesday, every third month
 - February 25, 2026 (today) – Virtual
 - May 27, 2026 - Virtual
 - August 26, 2026 – Virtual
 - November 25, 2026 – In-Person Safety Inspection on OSU-C Campus
 - Thanksgiving week – conflict/reschedule?
 - Discuss February 9, 2026 Email from Jenette Kaye Paul, Laboratory Safety Officer (to Bruce, Dustin and Andi):
 - **Subject:** Topics for Safety Committee
I met with a PI and Instructor today at Cascades and from our conversation, I thought of a few good topics to address at the next Safety Committee meeting.
 - Instructors or TAs who conduct “fieldwork” classes should have, at the least, first aid training, or even better, wilderness first aid training. Granted funding is needed for

this, I think it would be a good idea to discuss the possibility of ensuring all instructors have this training before taking classes into the field.

- Ray 308 needs a safety shower, based on the new uses that will be occurring in the space – concentrated acid work, acid baths, etc..
 - Define any required action/next steps
 - Open to Committee
- Recent and Ongoing Business
 - Open to Committee
- Accident and Inspection Reports
 - Review Reports and Update Spreadsheet
- Safety Training
 - Review 2026 Training Log Spreadsheet
 - Upcoming Training Opportunities/Announcements
 - Note any safety training courses Committee members have taken since last Committee meeting
- Agenda Item(s) for Next Meeting (May 27, 2026)
 - Open to committee
 - Next meeting is set for May 27, 2026 at 12:00 PM via Teams
 - Recuring Outlook Invitation has Teams Link
- Open Floor for Additional Questions/Comments
- Review Action Items
- Close Meeting