Marywood University Health & Safety Committee Session

Place: Studio Arts Center  Date: 04/8/2015  Time: 9:00 AM

Present: Molly Baron, Mike Finegan, Nancy Gibbons, Linda McDade, Myron Marcinek, Laurie Munley, Mary Reggie, Aaron Simmons

Absent: Cheryl Kosydar, Mike Kondrat, Deb Wardach, David Isgan, Deanne Garver

Guests: Mike Baltrusaitis (Cocciardi and Associates)

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<th>Agenda Item</th>
<th>Discussion</th>
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<td>1. Meeting opened</td>
<td>9:00 a.m.</td>
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<td>2. Minutes reviewed / approved</td>
<td>March Minutes Approved – Mike Finegan, Myron Marcinek</td>
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| 3. Old Business                    | Red Bag Kits  
Campus Power Outage – Battery pack for generators  
Emergency Guides  
Sidewalk snow and ice protection  
Campus AED’s List  
Safety Website  
Foothaths in public restrooms  
LAC and ability to lock down in an emergency  
Mail Room Package Transport  
Swartz Center parking on weekends  
Rear parking at Laughlin Hall  
Portable space heaters in office | Closed – Mike Baltrusaitis  
Closed- Myron Marcinek monitoring for time and dollars. Emergency lights working  
Closed– Emergency Awareness Informational Sessions will be scheduled by building throughout the year Mike Baltrusaitis to check on capability to trace outside calls that do not show up in ID system  
Ongoing - Molly Baron – E2 campus will not be used for safety notifications  
Ongoing – Mike Finegan to review approved AED plan, Mike Baltrusaitis to set up website  
Ongoing – Molly Baron and Mike Baltrusaitis  
Ongoing – Molly Baron, Dr. Ahmed addressing with students, will advise when complete  
Ongoing – Mike Baltrusaitis working on action plan  
Ongoing- Mike Baltrusaitis met with Kevin Burns March 3rd, Kevin Burns to set up guidelines for approval  
Ongoing - Mike Finegan  
Ongoing - Myron Marcinek to review  
Improper use concern – to address in fall |
| 4. New Business                    | Loughran Hall – dock  
McGowan sidewalk lighting | Dock is closed until water damage to concrete can be repaired  
Burned out lights reported and replace - Close |
| 4. Review of accident/incident records | March incidents reviewed | 1 additional February incident reported – not recordable March – 2 reported - 1 recordable |
| 5. Fire drill                      | Fire drill | Mike Finegan –Successful drills conducted on 3/3/15 at O’Neill Center & Post Office, and on 4/1/15 at – McGowan building  
Second round of drills for residence halls to be held end of April |
| 8. Open forum                      | Accident Investigation Form | New electronic form to be place on website once completed |
| 9. Adjournment                     | 9:37 a.m. Linda McDade, Aaron Simmons |  |
| 10. Committee Building Inspection  | Studio Arts Center | Inspection attendees: Molly Baron, Mike Baltrusaitis, Laurie Munley, Mike Finegan |

Cc: Joseph X. Garvey, Wendy Yankelitis, Joe McCormack, Robyn Krukovitz, Mark Pitely, Dr. Patricia Dunleavy

Respectfully submitted by: Mary Reggie