

**Marvwood University Health & Safety Committee Minutes**

Place: Maintenance Building

Date: 05/06/2014

Time: 9:00 AM

Present: Molly Baron, Nancy Gibbons, Myron Marcinek, Mary Reggie, Deb Wardach, David Isgan, Laurie Munley, Mike Finegan, Linda McDade

Absent: Mike Kondrat, Deanne Garver

Guest: Mike Baltrusaitus (Cocciardi and Associates)

<b><u>Agenda Item</u></b>	<b><u>Discussion</u></b>	<b><u>Recommendations/Actions</u></b>
1. Meeting opened	9:00 a.m.	
2. Minutes reviewed / approved	April Minutes Approved – Nancy Gibbons, David Isgan	with correction
3. Open Forum		
3. Old Business	<ul style="list-style-type: none"> <li>• Regina Hall Women’s Restroom – open window</li> <li>• Morgan Road Parking – crosswalk view</li> <li>• Pedestrian Crossing / Gillett Lane and Morgan Road</li> <li>• Learning Commons Construction Site Signage</li> <li>• Emergency Guides</li>   <li>• Sidewalk snow and ice protection</li> <li>• Red Bag Kits</li> <li>• Campus AED’s List</li> <li>• Swartz Patio refinish (revisited)</li> <li>• Campus Power Outage – Battery pack for generators</li> <li>• Safety Website</li> <li>• Request for handrail – sidewalk behind Visual arts Bldg SOA</li> <li>• Roadway in front of SOA</li> <li>• Green vendor –removal of cooking oil</li> </ul>	<ul style="list-style-type: none"> <li>• CLOSED – Myron Marcinek</li> <li>• CLOSED – Mike Baltrusaitus</li> <li>• CLOSED – Mike Baltrusaitus</li> <li>• CLOSED - Molly Baron/Myron Marcinek</li> <li>• Ongoing - Mike Baltrusaitus drafting emergency evacuation plan</li> <li>• Ongoing - Mike Baltrusaitus to meet with Mark Burns</li> <li>• Ongoing - Mike Baltrusaitus - develop exposure control plan</li> <li>• Ongoing – Mike Baltrusaitus</li> <li>• Ongoing - Myron Marcinek – estimate</li> <li>• Ongoing -Myron Marcinek – to install over summer</li> <li>• Ongoing – Molly Baron and Mike Baltrusaitus</li> <li>• Ongoing – Myron Marcinek to review options</li> <li>• Ongoing - Molly Baron/Wendy Yankelitis, pavement</li> <li>• Ongoing – Mike Baltrusaitus to research for Myron Marcinek</li> </ul>
4. New Business	<ul style="list-style-type: none"> <li>• Entrance to LAC – strange smell</li> </ul>	<ul style="list-style-type: none"> <li>• CLOSED - Myron Marcinek reviewed, smell possibly due to ruptured coil in Jamie Strong’s office</li> </ul>
5. Fire drill	<ul style="list-style-type: none"> <li>• Nazareth Student Center</li> </ul>	<ul style="list-style-type: none"> <li>• Conducted 4/10/2014 – Successful drill</li> </ul>
6. Review of accident/incident records	<ul style="list-style-type: none"> <li>• March incidents reviewed – Molly Baron</li> </ul>	<ul style="list-style-type: none"> <li>• 3 incidents –2 recordable</li> </ul>
7. Next meeting /agenda / inspection	<ul style="list-style-type: none"> <li>• Tuesday, June 3, 2014 9:00 a.m.</li> </ul>	<ul style="list-style-type: none"> <li>• Science Building</li> </ul>
8. Open forum	<ul style="list-style-type: none"> <li>• Proposed Smoking Policy changes</li> <li>• Vector Security Testing</li> </ul>	<ul style="list-style-type: none"> <li>• Discussed proposed smoke free policy distributed to Senates, possible concerns: no sanctions, policy not enforceable</li> <li>• Mike Finegan noted Vector will begin testing smoke heads on campus Monday May 12<sup>th</sup>. Testing results are sent to Mike Finegan</li> </ul>
9. Adjournment	10:00: Dave Isgan, Nancy Gibbons	
10. Committee Building Inspection	<ul style="list-style-type: none"> <li>• Nazareth Student Center Inspection results</li> <li>• Maintenance Building inspection</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing / Mike Baltrusaitus</li> <li>• Inspection attendees: Mike Baltrusaitus (Cocciardi), Molly Baron, David Isgan, Myron Marcinek, Laurie Munley, Mary Reggie</li> </ul>
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