

Marvwood University Health & Safety Committee Minutes

Place: Visual Arts Center / School of Architecture

Date: November 8, 2011

Time: 9:00 AM

Present: David Elliott, Lou Twardzik, Kaylee Dunning, Nancy Gibbons, Molly Baron, Myron Marcinek, Deborah Wardach, Deanne Garver,
Lori Summa, Mary Reggie, Mike Finegan, Linda McDade, Rick Noel / Collegiate Risk Management Specialist

Absent:

<u>Agenda Item</u>	<u>Discussion</u>	<u>Recommendations/Actions</u>
1. Meeting opened	9:00 a.m.	
2. Minutes reviewed / approved	<ul style="list-style-type: none"> Approved - Lou Twardzik – Kaylee Dunning 	
3. Opening Remarks	<ul style="list-style-type: none"> Not part of LAC safety tour, however it was noted that in Regina Hall, the sister's kitchen, exit door was blocked 	<ul style="list-style-type: none"> Dave to send letter to Joe McCormack
3. Old Business	<ul style="list-style-type: none"> AED locations on campus (August) Lack of fire extinguishers in Study Grounds Café Lighting in Pitt parking lot Studio Arts Building Inspection follow up- no response to letter sent to Matt Povse & Collier Parker re: inspection recommendations Fire Drill held - LAC building Bldg 10/18/11 @ 10:00 a.m. 	<ul style="list-style-type: none"> AED's ordered, Dave Elliot will notify maintenance to install when they order is in - for LAC & McGowan Myron Marcinek to check status Delayed for approximately two weeks, waiting on bronze fixtures Dave to schedule meeting with Povse/Parker and Deb Wardach – Deb Wardach discussed possibility of using 3M online MSD update service across campus, sent information via email to Dave No issues
4. New Business	<ul style="list-style-type: none"> McGowan Bldg in darkness (University Drive) Campus Smoking Policy Enforcement University Drive speeding issue Maria Hall-lack off 1st floor restroom College Avenue Speeding 	<ul style="list-style-type: none"> Joe Garvey aware / maintenance notified / Broken lights thru vandalism being replaced – New spotlights on University and Maxis w/ sidewalk power lights No recommendations for ways to enforce at this time-Policy Committee should address Safety officers can look into, speed bumps are not desired Not a safety issue – possibly ADA issue Dave Elliot to send letter to Dunmore Police to address
5. Next fire drill	<ul style="list-style-type: none"> Scheduled for Visual Arts Center /SOA 	<ul style="list-style-type: none"> November 16, 2011 @ 9:00 a.m.
6. Review of accident/incident records	<ul style="list-style-type: none"> Accidents reviewed for October- 5 accidents 	<ul style="list-style-type: none"> No lost time
7. Next meeting/inspection	<ul style="list-style-type: none"> December 13, 2011 	<ul style="list-style-type: none"> Location to be announced
8. Open forum	<ul style="list-style-type: none"> Campus Safety /Employee Health & Safety Committees Campus Safety Call Boxes AED Training Session Blood Borne Pathogen Training Session 	<ul style="list-style-type: none"> Rick Noel and Nancy Gibbons to schedule meeting with Joe Garvey in January , to discuss possible combination of committees – Dave Elliot to attend Blue emergency light testing to begin today Dave Elliot to send campus wide email Scheduled for January
9. Adjournment	9:45 a.m. Deb Wardach / Deanne Garvey	
10. Committee Building Inspection	Visual Arts Center / School of Architecture	<ul style="list-style-type: none"> Issues recorded in Safety Committee Recommendation File

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

Respectfully submitted by: Mary Reggie