

Marywood University Health & Safety Committee Session

Place: Liberal Art Center (Liguori Conference Room)
 Present: Molly Baron, Mike Finegan, Laurie Munley, Mary Reggie, Mike Kondrat, Cheryl Kosydar, Aaron Simmons
 Absent: David Isgan, Nancy Gibbons, Linda McDade, Myron Marcinek, Deanne Garver, Deb Wardach
 Guests: Mike Baltrusaitis (Cocciardi and Associates), Kevin Kuna (Marywood Asst Director for Tutoring)

Date: 07/07/2015 Time: 9:00 AM

Agenda Item	Discussion	Recommendations/Actions
1. Meeting opened	9:00 a.m.	
2. Minutes reviewed / approved	June Minutes Approved – Aaron Simmons, Mike Finegan	
3. Old Business	<ul style="list-style-type: none"> • Sidewalk snow and ice protection • Portable space heaters in office • Additional AED on campus • Safety Website • Footbaths in public restrooms • LAC and ability to lock down in an emergency • Mail Room Package Transport • Swartz Center parking on weekends / Curb cut in front of LAC • Mail Room Dock • Lower LAC- Handicap parking area • Science Building steps crumbling • CPR Training 	<ul style="list-style-type: none"> • Ongoing - Molly Baron • Improper use concern – to address in fall • Ongoing - Kevin Kuna to follow up with Joe Garvey on budget and purchase of additional AED's • Ongoing – Molly Baron and Mike Baltrusaitis – Revised Accident report posted, Moly Baron to send out campus email re: new form, and to work with OIT to complete safety website • Ongoing – Molly Baron, Dr. Ahmed will advise when complete • Ongoing – Mike Baltrusaitis, Myron Marcinek - Locks not yet installed, possible ADA issue Laurie Munley to send link to Kevin Kuna for review • Ongoing- Mike Baltrusaitis – job safety assessment provided to Kevin Burns, waiting on training date from Kevin Burns • Ongoing - Mike Finegan to address with Joseph Garvey/Parking Committee • Ongoing, Dock damaged, follow up to confirm repaired • Myron Marcinek will access construction plans for this sidewalk area and Mike Finegan will take Kevin Kuna's concerns before the parking committee and Joe Garvey to remove some admission parking spots at crosswalk for greater visibility • Ongoing - Laurie Munley to check status with Myron Marcinek • Ongoing – Mike Baltrusaitis to review
4. New Business	<ul style="list-style-type: none"> • Hazard Education Program 	<ul style="list-style-type: none"> • Milke Baltrusaitis to implement training program that will affect Science / Housekeeping re: MSD Binder updates, new OSHA requirements
4. Review of accident/incident records	<ul style="list-style-type: none"> • June incidents reviewed • 	<ul style="list-style-type: none"> • 5 incidents – 1 recordable
5. Fire drill	<ul style="list-style-type: none"> • Fire drill 	Mike Finegan –July – Domiano, Fricchione Center – successful
6. Next meeting /agenda / inspection	<ul style="list-style-type: none"> • Tuesday, August 4th OCHF Room 204 	<ul style="list-style-type: none"> • Meeting Agenda –Old Business – New Business – Fire Drill report – Accident and Injury report- Open Forum -Building Inspection
8. Open forum	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
9. Adjournment	<ul style="list-style-type: none"> • 9:37 a.m. Cheryl Kosydar, Mike Kondrat 	
10. Committee Building Inspection	<ul style="list-style-type: none"> • Liberal Arts Center / Regina Basement 	<ul style="list-style-type: none"> • Inspection attendees: Molly Baron, Mike Baltrusaitis, Mary Reggie, Laurie Munley

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

Respectfully submitted by: Mary Reggie