

Marywood University Health & Safety Committee Session

Place: Domiano Center

Date: 01/11/2017

Time: 10:00 AM

Present: Molly Baron, Mike Finegan, Nancy Gibbons, Cheryl Kosydar, Kevin Kuna, Myron Marcinek, Linda McDade, Mary Reggie, Pattie Trapper, Deb Wardach, Judith Williams

Absent: Kerimcan Ozcan, Deanne Garver

Guests: Ryan Bowers (Cocciardi and Associates), Jon Barzensky (Chartwells)

<u>Agenda Item</u>	<u>Discussion</u>	<u>Recommendations/Actions</u>
1. Meeting opened	10:00 a.m.	
2. Minutes reviewed / approved	<ul style="list-style-type: none"> December minutes approved: Nancy Gibbons, Mike Finegan 	
3. Opening Remarks		
4. Old Business	<ul style="list-style-type: none"> Safety Website Hazard Education Program / Safety Data Sheets Accident / Incident reporting –generalized form Studio Safety Policy LAC sidewalks Student / employee injuries / transportation Use of SOA building at night Falls on stairs inside Learning Commons Stop signs at College and Adams Stericycle Procedure Active Shooter Training AED Location Signs Lab Emergency Equipment Inspections 	<ul style="list-style-type: none"> Ongoing – Molly Baron, web page being populated, Molly to share link with committee members for comments Ongoing – Ryan Bowers – Deanne Garver / Deb Wardach submitted online subscription quote and proposal to Tammy McHale – waiting on approval, next steps Ongoing - Linda McDade to send copy of student form to Judith Williams Ongoing – Ryan Bowers Ongoing – Myron Marcinek, budget approval needed Ongoing - Nancy Gibbons, Deanne Garver, Linda McDade to set up subcommittee for proposal Ongoing – Mike Baltrusaitis to check with Dean Sullivan re internal policy, staffing at night, swipe process Ongoing –Deanne Garver CLOSE – Mike Finegan reviewed with Scranton/Dunmore PD, manpower issue CLOSE – Stericycle Infectious Waste Pickup process - Cocciardi to send department reminders of pickup- Ongoing –new officers need to be trained, emergency manual needs changes, Mike Finegan to meet with Cocciardi Ongoing - Mike Finegan to email MWAdmin and Students the location of AED’s Ongoing -Myron Marcinek
5. New Business	<ul style="list-style-type: none"> VPBA 	<ul style="list-style-type: none"> Molly Baron met with Tammy McHale, to invite to upcoming meeting, safety committee asked to email concerns to Molly Baron for February meeting
6. Open Forum	<ul style="list-style-type: none"> 	<ul style="list-style-type: none">
7. Review of accident/incident records	<ul style="list-style-type: none"> November incidents 	<ul style="list-style-type: none"> 1 incident – 0 recordable
8. Fire drill	<ul style="list-style-type: none"> Fire drill 	<ul style="list-style-type: none"> Mike Finegan – 2016 scheduled monthly drills and equipment inspections completed
9. Next meeting /agenda / inspection	<ul style="list-style-type: none"> Wednesday, February 1, 10:00 a.m. Center for Natural and Health Sciences 	<ul style="list-style-type: none"> Meeting Agenda – Old Business – New Business – Fire Drill report –Accident and Injury report- Open Forum -Building Inspection
10. Adjournment	<ul style="list-style-type: none"> 10:34 a.m. Cheryl Kosydar, Kevin Kuna 	
11. Committee Building Inspection	<ul style="list-style-type: none"> Domino Building 	<ul style="list-style-type: none"> Inspection attendees - Molly Baron, Ryan Bowers, Mary Reggie, Kevin Kuna, Pattie Trapper