DATE: April 2008
MEMBERS PRESENT:
Pat Ferrey, Tammy Garland, Jeff Groff, Ken Kensill & Richard Sandieson

MEMBERS EXCUSED:
Joe Miller

CONSULTANTS:
Ken Hanna, Larry Lee, Linda Wetsell, Ron Simko (Sodexho)

GUESTS PRESENT:

MEETING CAME TO ORDER: 10:00 AM
MEETING ADJORNED:

I. OLD BUSINESS
   a. FALL PROTECTION for Tippie Center light replacement.
      ACTION: Ken Hanna will order 24 foot ladder and safety device to attach to it.
   b. CALL BOXES AND SECURITY LIGHTING
      i. Update: Ken Kensill ordered call boxes on February 1, 2008; Physical Plant will order lights and poles.
   c. SIREN RELAY BOXES for inside of buildings
      i. Update: Ken Kensill reported that all have been installed, except for Brooks Hall.
   d. AICUP ENVIRONMENTAL AUDIT STATUS
      i. Update: Richard Sandieson submitted clarifications and answers to the attorney. Our response will be submitted to the regulators by council.
   e. EVAC CHAIRS
      i. Update: It was determined that it is not practical to purchase evacuation chairs at this time.
   f. RESPIRATORY PROTECTION
      i. We will follow-up with the Art Department regarding the use of respiratory protection equipment and take some corrective action by September 1, 2008, if necessary.
   g. CHEMICAL SAFETY EQUIPMENT for Wise Center pool chemical area
      i. Update: Chemical safety shower/eye wash unit to be installed in May 2008.

II. NEW BUSINESS
   a. ACCIDENT & ILLNESS PREVENTION PROGRAM QUESTIONNAIRE
      i. Update: Richard Sandieson distributed a questionnaire that needs to be completed and monitored by our Workers’ Compensation consortium, UCIC. There are several policies and training identified in the questionnaire that Allegheny should have in place.
      ACTION: Richard Sandieson will follow-up to determine if we have the required policies and/or training and will meet individually with those employees who will be responsible for specific training.
   b. RADIATION SAFETY – X-RAY TRAINING for geology faculty and students
i. Update: The Geology department must train once per year on the x-ray training equipment.

**ACTION:** Richard Sandieson will follow-up with the Geology department on the training and will track and keep a record of the training.

c. **TORNADO DRILL REPORT**
   i. Update: Ken Kensill reported that the tornado drills were completed and were very successful. Problem areas have been corrected, and the sirens have been programmed. Ken Kensill submitted the report to Crawford County. There is no informed in Brooks Hall, but one will be installed this summer.

d. **BUILDING INSPECTIONS**
   i. Update: Building inspections and checklists will be coordinated with the committee members.

e. **2007 WORKERS COMP CLAIMS/INJURIES**
   i. Update: Pat Ferrey handed out a summary of 2007 workers comp claims/injuries. Our modifier will be going up effective July 1, 2008, due to a few costly claims.

III. **STANDING BUSINESS**

a. **EYE WASH SURVEY**
   i. Update: Twice a year, an inspection is made in the following departments: Physical Plant, Alden, Carnegie Hall, Doane Hall – Chemistry, Doane Hall of Art, Oddfellowes, and Steffee Hall. There was a missing cup in Physical Plant – a work order has been completed to fix this. The fall inspection of the flow rate for the eye wash checked out okay. Additionally, an annual flow volume test, visual flow evaluation, and flushing test was completed in September 2007, with no problems.

b. **COMMUNICATION/CAMPUS AWARENESS SUBCOMMITTEE REPORT**
   i. Update: Jeff Groff reported that he met with Mike Richwalsky and Jodi Millin. Jodi Millin has agreed to post the Safety Committee meeting schedule, agenda, and minutes to the web site once it has been completed. The structure for the web site is ready. The web site needs to be ready by June 2008 in order for the committee to apply for state certification. It was recommended that we have a suggestion box in Human Resources, Physical Plant, and Security, as well as a form on the Safety Committee web site.

c. **SLIP & FALL PREVENTION SUBCOMMITTEE REPORT**
   i. Update: Four employees (Richard Sandieson, Wayne Schlosser, Christi Pendolino and Pat Ferrey) attended the workshop on Slip & Fall Prevention at Westminster College on March 31, 2008.

   **ACTION:** Pat Ferrey will schedule a follow-up meeting for the sub-committee to discuss what next steps Allegheny may consider to identify hazards and propose corrective action, training, etc.

d. **FIRE SAFETY SUBCOMMITTEE REPORT** – No update.

e. **FALL PROTECTION SUBCOMMITTEE REPORT** – No update.

**NOTE:**
X-Ray training web site: (Currently restricted to on campus access)
[http://webpub.allegheny.edu/info/labsafe/rad/xray_training/](http://webpub.allegheny.edu/info/labsafe/rad/xray_training/) If you get a chance, please take a quick
look at this site. It is basically an on demand power point presentation. Quiz results are stored in a SQL database and the user’s identity is securely encrypted.