I. OLD BUSINESS
   a. Approval of April minutes – minutes were approved with the addition of specific topics from July under Old Business (Confined Space Program, Safe Storage, Red Cross request)
   b. Carry over from February 2009 meeting
      i. Swimming pool drains: when complete, it will be reported back to committee
   c. April Meeting
      i. Pollution Prevention Plans (SPCC for oil & PPC for chemicals)
      Update: Plans will be updated over the summer with the assistance of consultant and certified by a consulting engineer.
   d. May Meeting
      i. The Committee asked that policies and procedures regarding access to roof tops should be reviewed. Ken Kensill will draft Standard Operating Procedures.
      ii. The Accident and Illness Prevention Plan (AIPP) will be reviewed by the committee throughout the year. The following areas will be the first focus:
      1. Respiratory protection
      2. Powered industrial trucks – Worker training completed.
      3. Hearing protection
      4. Plus the merging of the following plans:
         a. Substance abuse
         b. Availability of First Aid and CPR
         c. Confined Spaces
         d. Fire Prevention and Protection and Emergency Action Plan (Ken Kensill will take the lead)
      Update: The remapping is almost complete.
   e. June Meeting
      i. Lock Boxes (Building Key Safe for Emergency Responders access)
      Update: No update.
   f. July Meeting
      i. Confined Space Program
      Update: Richard Sandieson will incorporate suggestions from the June meeting and bring them to the September meeting
   g. August Meeting
      1. 
II. NEW BUSINESS-
   a. New Business items were related to the Standing Business and reported below.

III. STANDING BUSINESS – (Incidents, inspections, training, budget, subcommittee reports, etc.)
   a. Inspections:
      i. A summary report was provided to the committee from Residence Life regarding the dorm inspections. The details of the inspection are maintained in the Offices of Residence Life. All repair items were submitted through work orders with Physical Plant. Physical Plant under the direction of Cliff Willis will provide additional training to the Residence Life staff to include room review for updates, repairs and safety issues.
      ii. Pat Ferrey provided the summary of workers compensation claims report as of May 28, 2009. There were no unusual items noted. Slips, falls and strains continue to account for the majority of the claims.
   b. Training
      i. 3 employees attended the Powered Industrial Truck Train the Trainer Session. They will prepare on site procedures and training in this area.
   c. Subcommittees
      i. Key Policy (Ken Kensill)- meeting will be convened with Larry, Richard and Ken prior to the next meeting
      ii. ADA (Richard Sandieson) - a meeting will be convened to discuss phone access in areas of refuge.
   d. Incidents
      i. Tuesday July 21, 2009 a strong order was reported by a housekeeper working the night shift in the science building. The Safety Officer was called in to investigate and found a sulfur chemical within the garbage that caused the odor. The items were sealed in a 55 gallon drum. The items were not hazardous. Follow up: The Safety Officer will review the incident with his supervisor reviewing the follow up, on call procedures and paperwork to see if there would be any updates to the current policies and procedures.
      ii. Sunday August 2, 2009 Carr Hall alarm for low oxygen sounded. Upon investigation is was noted that the alarm was due to low batteries and not low oxygen. Follow up: The Safety Officer will review the radiation policy and procedure, the preventative maintenance calendar and on call procedures with his supervisor.
iii. Currently the Safety Officer is working with an outside agency for the safe (and unique) disposal of a secure chemical box.