ALLEGHENY COLLEGE
SAFETY COMMITTEE MINUTES

DATE: June 3, 2008
MEMBERS PRESENT:
Tammy Garland, Jeff Groff, Ken Kensill, Joe Miller, Richard Sandieson
MEMBERS EXCUSED:
Pat Ferrey
CONSULTANTS:
Ken Hanna, Larry Lee
GUESTS PRESENT:

MEETING CAME TO ORDER:
MEETING ADJORNED:
SUBMITTED BY:

I. OLD BUSINESS
   a. MAY MINUTES: Approved
   b. FALL PROTECTION-TIPPIE – Items have been ordered
   c. CALLBOXES/SECURITY LIGHTING/SIREN BOXES – In progress, being ordered, installed
   d. CHEMICAL SAFETY EQUIP for Wise pool – In progress
   e. APPLICATION FOR COMMITTEE CERTIFICATION - Posting of minutes to internal website.
      i. Sandie will forward meeting minutes to Jodi Millin to post on committee’s website
      ii. Sandie working on certification documents, will forward to Angela Tennis, UCIC for review before submitting for approval by 7/1/08
   f. FIRST AID KITS - The committee approved purchase of up to 50 first aid kits to be distributed between all buildings, including dorms as well as gloves and face shields for Res Life staff

ACTION: Ken K will purchase kits, gloves and face-shield-key-chains and will distribute kits to building contacts at their August training.

   g. EMERGENCY EVACUATION - Building with over 2 floors and an elevator will need an Emergency Refuge area assigned and an emergency phone installed

ACTION: Sandie & Ken K will identify buildings and do walk-thru to recommend these locations and Ken K will order plastic boxes to protect the phones.

II. NEW BUSINESS
   a. CONFINED SPACE PROGRAM - Confined Space training given by ESCR to Physical Plant staff on June 3, 2008

ACTION: Sandie & Buck Baldwin will do a walk-through of campus to look for possible confined space hazards and create emergency/evacuation plan

III. STANDING BUSINESS
   a. HAZMAT TRAINING - ECSR provided training on May 21 to 8 employees. Training included DOT, OSHA, EPA
   b. SUBCOMMITTEE REPORTS
      i. Communication/Web Page - The site is now live
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<tbody>
<tr>
<td>i.</td>
<td><strong>Sandie</strong> sending minutes to Jodi Millin</td>
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<td>ii.</td>
<td><strong>Jeff</strong> sending committee revisions to Jodi Millin</td>
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<td>c.</td>
<td><strong>SUMMER SCHEDULE</strong></td>
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<td>i.</td>
<td>Proposed Summer Meetings: July 8, August 5</td>
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<td>ii.</td>
<td>Members should let Sandie know if unable to attend on these dates</td>
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