ALLEGHENY COLLEGE
SAFETY COMMITTEE MINUTES

DATE: May 5, 2009
MEMBERS PRESENT: Pat Ferrey, Tammy Garland, Jeff Groff, Ken Kensill, Richard Sandieson
MEMBERS EXCUSED: Joe Miller
CONSULTANTS: Ken Hanna, Larry Lee, Linda Wetsell
MEETING CAME TO ORDER: 10:00 am
MEETING ADJORNED: 11:22 pm
SUBMITTED BY: Ken Kensill

I. OLD BUSINESS
   a. Approval of April minutes – minutes were approved
   b. Carry over from June 2008 meeting
      i. Confined Space Program – Program in place, various space “types” identified, training completed, signage ordered
   c. Carry over from September 2008 meeting
      i. Respiratory protection program—Pricing has been received. Richard Sandieson will work with Sue Plunkett and Pat Ferrey in updating the AIPP policy. The policy will consider and reflect department requests and be in compliance with OSHA.
         Update: Quotation received.
      ii. Powered industrial trucks training program (Training report, policy from Scott Choffel and/or Jim Sumerfield, training for physical plant staff)—See AIPP process below
      iii. No smoking signage – Update: Installation of signage has been done and is being double checked.
   d. Carry over from February 2009 meeting
      i. Swimming pool drains: Under evaluation
   e. April Meeting
      i. Committee training make up session has been completed by all members
      ii. Committee recertification Update: Renewal documentation will be filed with the next two weeks.
      iii. 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.

II. NEW BUSINESS-
   a. Pandemic Flu Preparedness Update—Pandemic tabletop training was attended by Sue Plunkett, Ken Kensill, and Jacquie Kondrot. This training addressed how organizations will use each other in the event such as the swine flu
   b. Hearing Protection Program—Richard Sandieson displayed a decibel meter to check operators of equipment, especially Physical Plant, to determine if they should be wearing hearing protection. Any new procedures will be incorporated in the update and review of the AIPP policy.
c. The committee asked that policies and procedures regarding access to rooftops (incident involved a student) should be reviewed and brought back to the committee with any recommended changes.
d. The accident and Illness Prevention Plan (AIPP) will be reviewed by the committee throughout the year. The following areas will be the first focus:
   i. Repertory protection
   ii. Powered industrial trucks
   iii. Hearing protection
   iv. Plus the merging of the following plans:
      1. Substance abuse
      2. Availability of First Aid and CPR
      3. Confined Spaces
         (Ken Kensill will lead).

III. STANDING BUSINESS – (Incidents, inspections, training, budget, subcommittee reports, etc.)
   a. Inspections:
      i. Mechanical areas of Steffee and Doane Hall of Chemistry
      ii. Emergency eye washes and showers campus wide were tested and inspected.
      iii. Ken Kensill reported that the tornado drill was held on March 9, 2009. There was excellent participation by faculty, staff, and students. It was done in conjunction with PEMA and required by Clery Act. All message and alarm systems were tested and all are working properly.
      iv. Health and safety inspections in the dorms are complete. No material issues were identified. All minor repairs were directed to physical plant via work orders.
      v. Lead disclosures in contracts complete. Copies of contracts with employees will be kept in Human Resource files and copies of student contracts will be kept in Resident Life.
      vi. Fire alarm test complete with security.
   b. Training
      i. Physical plant summer worker training program has been scheduled
      ii. Radiation Safety Officer 8-Hour refresher May 18
   c. Subcommittees
      i. Key Policy (Ken Kensill)- meeting will be convened after Ken has had an opportunity to access and review software
      ii. ADA (Richard Sandieson) - a meeting will be convened to discuss phone access in areas of refuge.