ALLEGHENY COLLEGE
SAFETY COMMITTEE MINUTES

DATE: October 7, 2008
MEMBERS PRESENT: Ken Kensill, Pat Ferrey, Joe Miller, Richard Sandieson
MEMBERS EXCUSED: Jeff Groff, Tammy Garland
CONSULTANTS: Ken Hanna
GUESTS PRESENT:
MEETING CAME TO ORDER: 10:07
MEETING ADJORNED: 11:09
SUBMITTED BY: Richard Sandieson

Approval of Minutes: Approval of September minutes was deferred. Objections were raised concerning a loss of content resulting from transfer to new format.

I. OLD BUSINESS
   a. COMMUNICATION AND CERTIFICATION ITEMS
      i. Web posting of meeting schedule, agendas, and minutes.
      ii. Suggestions (web-form and boxes) – the committee consensus is that we should rely primarily upon web-form submission. A locking Plexiglas box will be purchased for the maintenance building.
      iii. Campus email or web announcement of committee web site
      iv. Call boxes and security lighting continues
         1. Update: Call boxes will ship mid September with installation to follow.
         2. New lighting installations are completed.
   b. HAZARDOUS MATERIALS / ENVIRONMENTAL COMPLIANCE
      i. Emergency Equipment: The installation of a safety shower/eye-wash unit at the Wise Center pool chemical area has been completed. Testing verified appropriate flow-rate and water temperature.
      ii. Oil pollution prevention: A replacement grease trap will be installed at Brooks Dining during Fall break.
      iii. ADA Areas of Refuge: Update from Windstream
         1. Tie in to existing elevator phone lines is possible
         2. Windstream provided suggestions for hardware. Because the recommended equipment is quite expensive, Richard and Ken will review equipment options and funding from the ADA compliance account.

II. NEW BUSINESS
   a. Hot Work seminar at Westminster on November 13 provided by UCIC.
   b. Respiratory protection program - We reviewed a quote for provision of training and initial fit testing of workers. The next step is to determine where respirators might be used and to compile a list by position of employees to be trained.
   c. Powered industrial trucks (forklift, Bobcat) training program – The committee approved purchase of training materials.
   d. Emergency lighting unit request from the grounds crew. The committee approved expenditure of up to $4007 for purchase and shipping of a portable generator/lighting unit.
e. No smoking signage for PA Indoor Air Quality Act – a campus survey of doors is in progress. Signs will be posted at all building entries.

III.

IV. **STANDING BUSINESS** – (Incidents, inspections, training, budget, subcommittee reports, etc.)

a. **TRAINING**
   i. Lab Safety Training was provided to Chemistry, Biology, and Physics research students and teaching assistants.

b. **SUBCOMMITTEE REPORTS:**
   i. Communication/Web Page
   ii. Slips and Falls
   iii. Fire Safety