DATE: October 6, 2010

MEMBERS PRESENT: Pat Ferrey, Tammy Garland, Richard Sandieson, Larry Lee (Alt.)
MEMBERS EXCUSED: Joe Hall, Jeff Groff
CONSULTANTS: Linda Litzinger
GUESTS:

MEETING CAME TO ORDER: 10:05
MEETING ADJORNED: 11:15
SUBMITTED BY: Richard Sandieson

Approval of September Minutes: Approved as submitted

I. OLD BUSINESS
   a. Pedestrian and bicycle safety:
      Update: We will continue this discussion in November.
   b. Room Burn Simulation: Meadville Fire Department

II. NEW BUSINESS
   a. Accessibility:
      The College is developing a comprehensive accessibility plan to guide our efforts to
      improve access for people having disabilities. The first step in this process will be the
      development of new campus maps showing accessible routes and accommodations.
      Exterior walkways have been evaluated to identify accessible paths and to note barriers.
      Interior spaces will be evaluated during winter break.
   b. Committee Web Site:
      The new safety committee web site was reviewed and the committee discussed
      its merits, shortcomings, and ways to increase its visibility. The October safety
      tips (pedestrian safety) were reviewed. Members suggested adding a bullet point
      on practicing and acknowledging courteous behavior.
   c. Prescription safety glasses: A draft safety glasses request form was reviewed.
      Discussion centered on the pros and cons of requiring permanently attached side
      shields.

III. STANDING BUSINESS
   a. Reported Safety Issues:
      i. Reported: Waste hauler reported that improperly discarded syringes were
         found in the trash from Edwards Hall.
         Corrective Action: Residence Life will make students aware of the
         importance of proper disposal, the availability of free sharps containers,
         and medical waste disposal provided by Winslow Health Center.
      ii. Reported: Several accidents have reportedly occurred at the parking lot
          exit below Schultz Hall.
          Corrective Action: Under review
b. **Inspections:**
   i. Buildings on the east side of campus were inspected this summer by Security and Meadville Fire Department. 
   **Corrective Actions:** The inspection/deficiency report has not been received from the Meadville Fire Department. Action items have been identified by the Security Department and work orders have been issued.

c. **Workers Comp Reports**

d. **Training Completed:**
   i. Radiation and laboratory hazard awareness, safe work practices, and lab emergency response training was provided to physical plant plumbers, preventative maintenance, HVAC, and boiler mechanic. Remaining trade staff will be trained on November 3.

e. **Subcommittee Reports:**