Allegheny College Safety Committee Minutes

DATE: April 6th, 2011
MEMBERS PRESENT: Larry Lee, Cliff Willis, Richard Sandieson, Jeff Schneider, Jeff Groff, Brad Gowetski, Pat Ferrey
MEMBERS EXCUSED: Joe Hall and Linda Wetsell
CONSULTANTS: Linda Litzinger
GUESTS: N/A
MEETING CAME TO ORDER: 11:45am
MEETING ADJOURNED: 12:50pm
SUBMITTED BY: Jeffrey A. Schneider
NEXT KEEPER OF THE RECORDS: Joe Hall
NEXT MEETING: WED, May 4, 2011 @ McKinley’s Dining Alcove – 11:30am

I. Approval of March Minutes: No corrections. Motion by Sandy, second by J. Groff. Motion carried.

II. Old Business:
   a. Pedestrian Safety
      Update on Radar/speed signs for pedestrian safety (Jeff S.).
   b. Accessibility Map
      Update – printed (1,000) & ready for distribution to campus community. To be placed at strategic locations on campus. Exterior site in front of Newton Observatory.
   c. Key Policy
      Discussions on revisions. Rough draft to be resent to Committee members this date (Jeff S.) Key points: Key replacement costs for lost keys? Legality? - Larry to put forth to Legal Counsel. Locksmith received copy for policy review from Jeff S. Pending and evolving!
   d. Campus Lighting
      Still in review (Jeff S.). Costs versus resources.
   e. ADA and Dormitory Land Lines
      TTY and accommodations – review. Still ongoing (Sandy)
   f. Traffic Bollards
      Cliff & Jeff S. have had a meeting on topic. Pending discussions. Replacement of certain bollards is planned at certain locations. Discussions on removal/replacement of bollards and current protocol was discussed, as well as options.
   g. April Safety Month
      “Chompers “postcard reviewed & discussed. To be delivered to campus community. Discussion on mailings – combine with Campus Accessibility Map or ‘stand-alone’?

III. New Business:
   a. Vehicle and Driver Policies
      Oswald (insurance broker) is coming to campus soon to meet with subcommittee of Sandy, Bob Wright, Jeff S. to review currently policy(ies). Topics of discussion will include passenger vans, driver training requirements, certifications, etc.
   b. Weather Emergency Exercise
      Jeff S. conducted on March 1st, 9:00am. No problems/complaints. County-wide exercise.
   c. Safety Committee Recertification
      All committee members now certified. Joe H. attended a make-up webinar session. Sandy reported on Safety Committee recertification process. Covered from JUY 1st to DEC 31st, then we reapply to get on annual schedule.
IV. **Standing Business:**
   a. No Subcommittee Reports
   b. UCIC Claims
      Pat passed out UCIC claim sheets for review (by department, incident type, and costs).
      Discussion followed: training, workplace precautions, safety issues. Cliff stated that most such accidents are caused by ‘employee error’.

V. **Training scheduled for April:**
   a. Webinar: 9-15 Passenger Van Regulations – 04.13.11 @ 1:00-2:00pm
   b. Lab Safety for Physics Researchers – 04.11.11 @ 2:30-3:30pm
   c. Shop Safety for Physics Researchers – 04.18.11 @ 2:30-3:30pm

End of Minutes......