DATE: June 1, 2011

MEMBERS PRESENT: Linda Wetsell, Richard Sandieson, Brad Gowetski, Pat Ferrey, Jeff Schneider, Joe Hall
MEMBERS EXCUSED: Pat Ferrey, Jeff Groff, Cliff Willis (consultant)
CONSULTANTS: Larry Lee, Cliff Willis, Ken Haddix

MEETING CAME TO ORDER: 12:00pm
MEETING ADJORNED: 1:00pm
SUBMITTED BY: Joe Hall

Approval of May Minutes: motion carried

I. OLD BUSINESS

a. Pedestrian Safety:
   (Jeff) Contacted Pendot. They do not do signs, however the township has signs. Discussed purchasing a sign in the $1,999-$2,499 price range. Location would be above Odd Fellow's. Linda W suggested we talk with Jennifer Winge and Larry further on location and next steps.

b. Accessibility:
   Update: Waiting for report from the consultant.

c. Traffic Study (Larry)

d. Key Policy:

   Reviewed the last few changes to the policy. The key data base will remain with Physical Plant/Butch Moyer. We will be changing and enforcing the standard key charge for $125.00 in place of $100.00. Linda W will share this information with Lana Mesley and Joe Hall will update the student handbook/parent handbook.

e. Mellon Institute :

   Jeff S will be attending the Mellon Institute (Critical Incident Management for Higher Education on August 16-18 in Pittsburgh.)
II. NEW BUSINESS

a. Fire related duties:
   Don Shea complete work at the end of June 2011. Jeff and Cliff are working together on responsibilities.

b. Ergonomics training:
   RCM&D by Clint. Different levels include seminars, hands on materials. College attempted training 4-6 years ago. Is this something we want to explore for the college again?

c. Funding/Budget $:
   Discussed committee budget and the direction to take with recent requests. The theatre harness would cost us $3,200 and a new ladder for different job related tasks would be around $300.00. Going to check with St. Mortiz on the ladder to see if it would be helpful. Decided to look at the $6,000 in requests and decide institutions number one priority.

d. Acid Splash signs:
   New signs have been ordered. This includes, emergency shower, eyewash, caution goggles required in this area, sodium hypochlorite, and hydrochloric acid.

III. Standing Business

a. The Committee has been recertified. We will reapply in the fall to accommodate a change from fiscal to calendar year.

b. Subcommittee reports- none

c. Inspections
   i. Laboratory fume hoods were re-inspected for damage from power outage.
   ii. A fume hood that was repaired following the outage failed a few days later. The motor was replaced and all hoods were re-inspected.

d. Training
   ii. UCIC Safety Leadership OSHA Training
      3 day boot camp- Tuesday 6/28/11 to Thursday 6/30/11
      Attendees: Richard Sandieson and Brian Gillette