

**ALLEGHENY COLLEGE
SAFETY COMMITTEE MINUTES**

DATE: July 8, 2008

MEMBERS PRESENT:

Joe Miller, Pat Ferrey, Jeff Groff, Richard Sandieson, Ken Kensill, Tammy Garland

MEMBERS EXCUSED:

Joe Miller

CONSULTANTS:

Linda Wetsell, Larry Lee, Ken Hanna

GUESTS PRESENT:

MEETING CAME TO ORDER:

MEETING ADJORNED:

SUBMITTED BY: Joe Miller

I. OLD BUSINESS

a. APPROVAL OF JUNE MINUTES

- i. Suggested that we should amend the June minutes to reflect that we are in good standing with UCIC by having completed the questionnaire.
- ii. Minutes approved with suggested amendment.

b. COMMUNICATION

- i. Minutes still need to be posted. Jodi Millin will be working on this.
- ii. Suggested that Kathy Roos or Barb Steadman send out a campus-wide e-mail announcing the Safety Committee's website. Larry or Linda may be the ones to follow-up with this suggestion.
- iii. E-mails from web site with comments or concerns are currently going to Jodi Millin. She is then forwarding them to the appropriate individuals.

c. FIRST AID KITS, face shields and gloves have been ordered.

d. POOL CHEMICALS TREATMENT building completed.

e. SAFETY SHOWER – still in progress.

f. CONFINED SPACE PROGRAM

- i. Update – we have policy and program in place. We still need to identify all of the confined spaces on campus that meet the definition of a confined space.

g. ADA – Areas of refuge – Richard distributed a list. It appears that Carnegie Hall and the Library are the only two buildings that need to have readily identified areas of refuge. This is being looked into by Richard who will talk with John Mangine and OSHA.

h. CPR KEY CHAINS have been ordered.

II. NEW BUSINESS - We are now a Certified Safety Committee – Congratulations!

a. STEVE PAKOSH VISIT on August 12th – some items we may want to have him review:

- i. Areas of Refuge
- ii. Web site
- iii. Possibly do a walk through of the dining facilities;
- iv. Confined Space Program
- v. Walk through other facilities

- vi. Anything else we may need at the time of his visit.
- b. **AICUP TRAINING SESSION** – we will review to see if anyone from Allegheny can attend or if they (AICUP) are willing to share information with us.
- c. **HAND STERILIZER** – An employee raised the question as to whether or not we should provide hand sanitizers throughout campus. Previously, Sodexo had provided them in the dining facilities. They are currently in the Wise Center. We will follow-up with this and ask Steve Pakosh (Linda W.) and Sue Plunkett (Richard S.) for their recommendations.
- d. **EMERGENCY PROTOCOLS** for implementation of community mutual assistance agreements. A recent incident in the City involving sewer gas back-up prompted a call from the City to the College that their plan was to evacuate residents to Montgomery Gym. We apparently have no record of this agreement. It was suggested going to a Community Emergency Services meeting to discuss any arrangements / agreements.

ACTION: Larry Lee and Ken Kensill will see if they can attend a meeting to explore the implications of such agreements.

- e. **SCHEDULE OF PEOPLE TO TAKE MINUTES:**
 - i. August – Pat Ferrey
 - ii. September – Linda Wetsell
 - iii. October – Ken Kensill
 - iv. November – Jeff Groff
 - v. December – Richard Sandieson
 - vi. January – Tammy Garland
 - vii. February – Joe Miller
 - viii. March – start at top of this list and follow schedule as is.
- f. **HAZARDOUS MATERIALS** - Correspondence from David Valentine on disposal of hazardous materials sent to Richard Sandieson. Richard is meeting with David to discuss this topic.
- g. **SUMMER WORKER TRAINING** for Physical Plant completed.
- h. **FIRE EXTINGUISHER INSPECTIONS** completed.
- i. Discussed lead protection equipment.

III. **STANDING BUSINESS**