



SAFETY/SECURITY COMMITTEE MEETING MINUTES

January 13, 2015

9:30AM

2nd Floor Quad Conference Room

Members Present:

Matt Carver, Malcolm Modrzakowski, Millie Mattox, Barbara Sanders, Amy Crickenberger, Larry Ware, Robin Taylor and Joe Brown (Proxy for H. Anotlini)

Members Absent:

Bobbi Morgan, Donette Mizia and Heather Antolini

PROCEEDINGS

Meeting called to order at 9:30am by Matt Carver, Safety Coordinator.
Last meeting (October 21, 2014) minutes were approved.

ITEM 1. NEW BUSINESS-January 13, 2015

MSDS

Matt Carver updated the committee on the MSDS progress. He is currently working with IT to send out to all employees, as well as the communications department for a website link.

Science Building Manuals

Millie handed out manuals for the committee to approve. Jill will send out a approve/reject email for voting on these manuals so they may be posted online. The committee discussed training on blood borne pathogens.

Sharps Containers

Millie and Amy discussed sharps containers at the CEC Building.

ITEM 2. OLD BUSINESS-October 21, 2014

Incident Report

The incident reports have been updated to include more information regarding the injured person, and blood borne pathogens.

Lab Needs

Millie notified the committee that Dr. Basha's temperature in her lab has been fixed.

Waste Disposal

Millie stated that they are potentially cancelling the Steri-Cycle contract. Committee discussed encapsulating plaster parsing the sharps and letting Maintenance take to the landfill to cut down on costs.

Safety Showers

Matt will check with Roger for a part that Millie needs.

Doors

Matt checked the door that needed a window at RCBC, also a window needs installed or new door installed in the Alumni Building.

Fit Testing

Millie gave the committee an update on the fit testing of the students. She is also working with Robin Tuckwiller and Angie Amick on training the statewide campus for fit testing. The facilities employees still need to be fit tested.

Science Building/Training

Millie updated the committee about the blood borne pathogen training manuals. Millie will check with HR about finalizations.

Fire Extinguishers

Matt and Millie discussed hanging fire extinguishers in the Science Building next time the inspections were completed. Millie will be in communication with Matt to setup a fire extinguisher class for the Science Building employees. Robin notified Matt that she be will checking fire extinguishers monthly at Robert C Byrd Clinic.

High Risk Positions

Millie will schedule more meetings with HR regarding employee testing. Dr. Schaper will be invited to the next meeting.

The meeting was adjourned.

Respectfully submitted,

Jill Trent