



SAFETY/SECURITY COMMITTEE MEETING MINUTES

October 21, 2014

9:30AM

2nd Floor Quad Conference Room

Members Present:

*Matt Carver, Millie Mattox, Donette Mizia,
Barbara Sanders, Amy Crickenberger, Robin
Taylor and Joe Brown (Proxy for H. Anotlini)*

Members Absent:

*Malcolm Modrzakowski, Larry Ware, Bobbi
Morgan, and Heather Antolini*

PROCEEDINGS

Meeting called to order at 9:30am by Matt Carver, Safety Coordinator.

Last meeting (August 19, 2014) minutes were approved with the revision to the Old Business item: Science Building Facilities- noting that Bobbi Hoover gave her report at the April 22, 2014 meeting.

ITEM 1. NEW BUSINESS-August 19, 2014

Waste Disposal

Millie stated that they are potentially cancelling the Steri-Cycle contract. Currently they are only picking up sharps. WVSOM is already autoclaving them, regulations state they only need to be encapsulated after being autoclaved and can be disposed with regular waste. More discussion needs to take place to see when the contract ends and if it is cancelled before the end of the contract there is a penalty.

Lab Needs

Millie stated that in Dr. Basha's lab she has some large O2 tanks. These tanks need to have a constant temperature. Currently the room is extremely cold. She will put in a Track-It request so maintenance can check it out.

ITEM 2. OLD BUSINESS-April 22, 2014

Handrails

Matt noted that the handrails at the Alumni Center had been installed.

Incident Report

Matt stated that the meeting scheduled to discuss the incident report had to be rescheduled.

Safety Showers

Matt stated he would remind Roger Sams about the parts needed for the safety shower.

Science Building Facilities

Bobbi Morgan updated the committee April 22, 2014 on new opportunities for the Science Building.

Doors

Matt checked the door that needed a window at RCBC, also a window needs installed or new door installed in the Alumni Building. ****Don't know that we talked about this****

Newsletter

Matt had sent information to Tiffany Wright after the last meeting. The NIXEL information was in the last newsletter.

Fit Testing

Millie informed the group that all the SWC regions had been fitted. Wheeling Hospital was the last site to be fitted. She noted that some of the maintenance crew still need to be fitted.

Hazcom

Matt stated that according to BrickStreet & OSHA guidelines employees just need to have access to the SCS sheets. They do not have to be posted as long as there is a means to access the MSDS Solutions website. This program will break down all rooms on campus and give a list of any chemicals stored in those areas. It will also give information on how to handle any incident involving those chemicals. Matt stated they will be creating a protocol for maintenance to have on their PDA or smart phones the application to the MSDS Solutions website and a bookmark will be placed on the website under the Safety tab.

Alumni Building

Matt & Heather did a walk-through of the Alumni Building and found a few things that were hazards but were easily corrected.

Fume Hood

Millie has changed out the fume hood and it is working well.

PDA

Matt stated he has received approval from Mr. Ware to purchase a tablet for maintenance to do the vehicle checks and fire extinguisher checks on. Matt will be setting up the forms similar to the ones he uses in IAuditor.

High Risk Positions

Dr. Dina Schaper is the Occupational Health Physician for WVSOM. Millie stated that she has a meeting scheduled with Leslie Bicksler to discuss some testing that some employees need to get taken care of. It was recommended that Dr. Schaper be added to this committee.

Science Building/Training

Millie stated there were no new updates at this time on the blood borne pathogen training manuals, waiting to get some things finalized that can't happen until she has met with HR.

Fire Extinguishers

Matt has reviewed all WV State Codes and it does not state that the training must be mandatory only that it must be offered. Millie requested that Matt provide training for the Science Building staff that focuses on some of the chemicals they work with and how to handle those types of fires. Matt will set something up for those employees. He also stated that if RCBC would like to have the training he could offer it there as well.

The meeting was adjourned.

Respectfully submitted,

Jill Trent