



## **SAFETY/SECURITY COMMITTEE MEETING MINUTES**

February 9, 2017

10:00AM

3<sup>rd</sup> Floor Quad Conference Room A330

Members Present: *Matt Carver, Larry Ware, Bobbi Morgan, Malcolm Modrzakowski, Barbara Sanders, and Tina Plaugher*

Members Absent: *Donette Mizia, Robin Taylor, Millie Mattox, and Amy Crickenberger*

### **PROCEEDINGS**

Meeting called to order at 10:00am by Matt Carver, Safety Coordinator.  
Last meeting (October 25, 2016) minutes were approved.

#### **ITEM 1. NEW BUSINESS-February 9, 2017**

##### *Fire Extinguisher*

Annual inspections are up to date.

##### *Lab Audits*

Matt discussed his findings while conducting lab audits.

##### *RCBC Attendance*

Committee discussed RCBC employee attendance in WVSOM's Safety Committee Meeting. Larry will communicate with RCBC regarding Matt attending RCBC's Safety Meetings.

#### **ITEM 2. OLD BUSINESS-October 25, 2016**

##### *Safety Office*

Larry notified the committee that the board approved the Candles/Open Flame Device Policy. The HEPC will continue to review the policy for final approval.

##### *IPADS*

Bobbi inquired about iPad use by employees. Matt discussed the Safety Office's iPad usage within the department.

The meeting was adjourned.

Respectfully submitted,

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Jill Trent