



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

August 25, 2015

9:30AM

2<sup>nd</sup> Floor Quad Conference Room A231

Members Present: *Matt Carver, Malcolm Modrzakowski, Barbara Sanders, Millie Mattox, Donette Mizia, Amy Crickenberger, and Robin Taylor*

Members Absent: *Bobbi Morgan, Heather Antolini, and Larry Ware*

### **PROCEEDINGS**

Meeting called to order at 9:30am by Matt Carver, Safety Coordinator.  
Last meeting (April 14, 2015) minutes were approved.

### **ITEM 1. NEW BUSINESS-August 25, 2015**

#### *CPR/AED*

Amy and Matt discussed the cost of CPR cards for our standardized patients. Matt will check with Larry about using the safety spending unit to cover the costs. Millie requested CPR training for the Science Building staff.

#### *Science Building*

Millie discussed the decontamination of mold in the Science Building's cell culture room. A special meeting was held to discuss this issue.

#### *RCBC*

Robin updated the committee regarding the requests made to our safety office for more campus police patrolling of RCBC. She also voiced concerns about the lighting in the parking lots. Matt will get with Will to replace all lighting to LEDs.

#### *Fire door Science Building*

Matt will check with Alan to see if the doors have been wired to the generator.

#### *Safety Issues*

Amy inquired about a storage room in the CEC building. Matt will check and notify of any safety concerns.

#### *Lights*

Matt gave the committee an update on the Library and Maintenance parking lot lights.

## **ITEM 2. OLD BUSINESS-April 13, 2015**

### *MSDS*

Millie reported to the committee that all lab books in the Science Building have been entered into MSDS. The committee discussed discarding the paper books that were outdated. Matt will update the MSDS according to the notifications.

### *Waste Disposal/Canceling Steri-Cycle Contract*

Robin notified the committee that Robert C. Byrd is checking into other options for a new waste disposal contract. Dr. Modrzakowski will send Robin contact information for an office in Charleston that handles waste regulations.

### *Fit Testing/ Respirators*

Matt notified the committee that WVU is working with WVSOM regarding occupational medicine. Millie will be fit testing Peter Ward in the near future.

### *Fire Extinguisher Training*

Matt and Robin discussed a date/time for a fire extinguisher training at RCBC for nurses.

### *Pre-Event Planning*

Matt notified the committee that the form has been a success in its trial stage. He is moving it forward by making it mandatory for all events held on campus including the Alumni Center events. Matt will submit the form to marketing for placement on the WVSOM Website.

### *Incident Reports*

Matt discussed recent incident reports.

### *Hazardous Communication Manual*

Larry has approved the manual. Matt and Larry will discuss proper placement of the manual.

The meeting was adjourned.

Respectfully submitted,

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Jill Trent