



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

June 18, 2013

9:30AM

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

Members Present: *Matt Carver, Malcolm Modrzakowski, Larry Ware, Amy Crickenberger, Millie Mattox and Donette Mizia*

Members Absent: *Melissa Miller, Bobbi Hoover and Barbara Sanders*

### **PROCEEDINGS**

Meeting called to order at 9:30am by Matt Carver, Safety Coordinator.  
Last meeting (March 5, 2013) minutes were approved.

### **ITEM 1. NEW BUSINESS**

#### *Training*

Millie Mattox would like to have blood borne pathogens training for employees.

#### *Fire Drill*

Matt Carver will be setting up fire drills in the next few weeks.

#### *Golf Carts*

Golf cart safety manual is now available on the website.

### **ITEM 2. OLD BUSINESS**

#### *First Aid Kits*

Amy Crickenberger informed the committee the new first aid kit cabinets are in place beside the AED in the Alumni Building.

#### *Infectious Medical Waste*

Committee discussed getting information on drupal training from Chris Lambert.

#### *High Risk Positions*

Robin Tuckwiller will keep the employee records in a secure area of the CEC Building. Millie Mattox suggested an Occupational Health Physician. Larry Ware spoke to HR and they are currently searching for this position.

*Science Building*

Bio Safety Committee was approved by the board. Dr. Modrzakowski updated the committee with the member names. Air testing will occur annually or as needed.

*Committee Member Replacement*

Sally Cooper's replacement is Heather Antolini.

The meeting was adjourned.

Respectfully submitted,

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Jill Trent