



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

April 22, 2014

9:30AM

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

Members Present: *Matt Carver, Malcolm Modrzakowski, Larry Ware, Millie Mattox, Donette Mizia, Bobbi Morgan, Barbara Sanders, and Robin Taylor*

Members Absent: *Amy Crickenberger*

### **PROCEEDINGS**

Meeting called to order at 9:30am by Matt Carver, Safety Coordinator.  
Last meeting (January 28, 2014) minutes were approved.

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

#### *Safety Showers*

Millie inquired about better testing methods for safety showers.

#### *Science Building Facilities*

Bobbi Morgan updated the committee on new opportunities for the Science Building. Matt noted the cellular phone app Nixle for emergencies. Matt will mention this app in the next newsletter.

#### *RCBC*

Robin brought up a door that needed a window installed per Al Whitaker.

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

#### *Science Building Safety Manuals*

The communications department is unable to change formatting of the website. Barbara Sanders suggested sending out safety information via the newsletter. Matt will send updates to Tiffany Wright.

#### *Fit Testing*

Millie is wrapping up fit testing with the students. Matt will start fit testing the maintenance department. Millie discussed the use of a portacount machine for fit testing the students.

*Hazcom*

Hazcom training is 98% complete. The testing will be required for all new housekeeping and maintenance employees.

*Replacement employees*

Robin Taylor is the new replacement committee member for Robert C Byrd Clinic. Matt will check with Heather about a replacement for the Alumni Center.

*Sharps Box*

Millie has taken care of the sharps box in the CEC.

*Fume Hood*

Fume Hoods are due for inspections. Matt inform the inspectors to bring filters to replace the old ones.

*PDA*

Matt notified the committee that PDA's would be available from the CEC. Committee also discussed lab reports and inspections.

*High Risk Positions*

Millie Mattox noted that Dina Schaper was appointed Occupational Health Physician.

*Science Building/Training*

Millie updated the committee about the blood borne pathogen training manuals.

*Fire Extinguishers*

Matt explained the procedures for checking fire extinguishers.

The meeting was adjourned.

Respectfully submitted,

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Jill Trent

