SAFETY/SECURITY COMMITTEE MEETING MINUTES
April 22, 2014
9:30AM
2nd 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 informed 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,

Jill Trent