Workplace Safety Committee Monthly Minutes

Meeting: October 2016
Date: 10/11/16 Time: 10:00 Location: University Police Conference Room

Attendance:
☒ Megan Davitt ☐ Ann Barnoski ☒ Pete Sakowski
☒ Donald Bergmann ☐ Sam Alba ☐ Kevin Roginski
☒ Beth Ann McCarterney ☒ Bill Hurst ☒ Jennifer Pennington
☒ Michelle Boughton ☐ Renee Giovagnoli ☐ Mary Ellen Pichiarello
☐ Jim Gaffney ☒ Rob Kennedy ☐ Mike Baltrusaitis (Advisor)
☒ Mike Baltrusaitis (Advisor) ☒ Ryan Bowers (Advisor) ☒ Cheryl Demkosky

I. Call to Order

II. Quorum Count/Roll Call
Quorum met

III. Review/Approval of Minutes
Approved

IV. Open Items

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| 1.  | Fire Safety       | A. CO Alarm Response- USPD, Facilities and Cocciardi to develop procedures for responding to CO alarms, including building evacuation, responsibilities for USPD, Facilities, Cocciardi and SFD.  
B. Fire drills for Fall Semester are complete. A report was forwarded to Chief Bergmann with all evaluations. Megan discussed the use of rally points during drills; it was recommended and agreed that some fire drills will be repeated. Chief suggested a fire drill committee be developed for next semester. | Mike, Don, Megan, Michelle |
| 2.  | Safety Walk       | The safety walk has been confirmed for 11/9/16 at 5:30 PM.                                                                                                                                               | Mike                |
| 3.  | Osaka Dumpster    | No odor issues recently, but may be due to weather, not Osaka response. Scranton Health Department was notified, cannot respond if no violations (e.g. overflowing dumpster).                                    | Mike, Bill          |

V. New Business

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<td>1.</td>
<td>Training</td>
<td>The Annual Recertification Training was held, conducted by Michael Baltrusaitis, CHMM, CSP (PA DOLI-Accident &amp; Illness Prevention Provider)</td>
<td>Mike</td>
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VI. Adjourn