**Workplace Safety Committee Monthly Minutes**

**Meeting:** October 2015  
**Date:** 10/13/15  
**Time:** 10:00  
**Location:** Brennan Hall 501

**Attendance:**
- ❓ Megan Davitt
- ❓ Donald Bergmann
- ❓ Beth Ann McCartney
- ❓ Michelle Boughton
- ❓ Jim Gaffney
- ❓ Mike Baltrusaitis (Advisor)
- ❓ Ryan Bowers (Advisor)
- ❓ Ann Barnoski
- ❓ Sam Alba
- ❓ Bill Hurst
- ❓ Renee Giovagnoli
- ❓ Cathy Schneider
- ❓ Michael Havel (MEMIC)
- ❓ Pete Sakowski
- ❓ Hugh Sentivan
- ❓ Brian Griguts
- ❓ Mary Ellen Pichiarello
- ❓ Jennifer Pennington

I. **Call to Order**

II. **Quorum Count/Roll Call**  
Quorum met

III. **Review/Approval of Minutes**  
Approved

IV. **Standing Items**

<table>
<thead>
<tr>
<th>No.</th>
<th>Topic</th>
<th>Discussion</th>
<th>Presenter</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Monthly Fire Safety Update</td>
<td>CO Alarm Project: Mike will reach out to Jim Devers to provide monthly updates on the project status. The monthly Fire Safety Inspection update was provided.</td>
<td>Mike, Megan</td>
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<td>2.</td>
<td>Spring/Summer Projects</td>
<td>Issue with install of security screens due to pest damage. Reinstallation will occur after modification (estimated time for completion is 1-2 months). Rail crossings upgrades underway.</td>
<td>Jim, Mike.</td>
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<td>3.</td>
<td>First Aid/CPR Training and AED Purchases</td>
<td>Class scheduled for 10/20/15. A total of 39 people registered, so 2 session have been scheduled for that day.</td>
<td>Jennifer, Mike.</td>
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<td>4.</td>
<td>Mechanical Room Storage Assessment</td>
<td>Ryan updated the committee on findings from inspections of the first few buildings. Project is ongoing.</td>
<td>Ryan</td>
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<td>5.</td>
<td>Nitrogen Delivery in LSC</td>
<td>Jim Gaffney reported that a new threshold has been ordered with 6-inch ramp. Additional water preclusion activities will be performed to supplement threshold. Estimated 1-2 months.</td>
<td>Mike, Jim.</td>
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<td>6.</td>
<td>Bed Bug Issues</td>
<td>Megan discussed the SOP for response in dorm rooms. Issue discussed when confirmed case is in non-residential building and employee (Facilities) must package items for laundering. Potential solutions discussed using vendor or contracting with other contractor (e.g. hazmat) prior to assigning PPE to Facilities.</td>
<td>Megan</td>
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V. **New Business**

The annual safety walk will be scheduled for November 4, 2015.

VI. **Accident Review**

VII. **Training**

Annual recertification training was provided by Michael Baltrusaitis, CHMM, CSP (PA DOLI AIPP Provider)

VIII. **Adjourn**