Workplace Safety Committee Monthly Minutes

Meeting: April 2015
Date: 4/14/15  Time: 10:00  Location: Public Safety Conference Room

Attendance:
☒ Mark Carmody  ☐ Ann Barnoski  ☒ Pete Sakowski
☐ Donald Bergmann  ☐ Sam Alba  ☒ Hugh Sentivan
☒ Clay Nottelmann  ☒ Bill Hurst  ☒ Brian Griguts
☒ Michelle Boughton  ☒ Renee Giovagnoli  ☒ Mary Ellen Pichiarello
☒ Jim Gaffney  ☒ Cathy Schneider  ☒ Ray Gaylets
☒ Mike Baltrusaitis (Advisor)  ☒ Michael Havel (MEMIC)  ☒ Megan Davitt

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>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Fire Safety</td>
<td>Assembly Occupancy - Scranton Fire agreed to the University’s plan for special events.</td>
<td>Mike, Mark.</td>
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<td></td>
<td></td>
<td>CO Alarms - Mark met with Bob Hulo from HSA, who will be designing the CO Alarm installation process.</td>
<td></td>
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<td>2.</td>
<td>Science Incident Reporting</td>
<td>No report from Dean.</td>
<td>Renee.</td>
</tr>
<tr>
<td>3.</td>
<td>Hepatitis B Vaccination</td>
<td>New clinic identified and HR has developed a reporting procedure. Exposure Control Plan has been revised and Mike will continue to meet with affected departments.</td>
<td>Mike.</td>
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<tr>
<td>4.</td>
<td>St. Thomas Throughway at Catlin Court</td>
<td>Sign and chain to be installed in previous location. Estimated time for completion is 3-4 weeks.</td>
<td>Mark.</td>
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<td>5.</td>
<td>Rail Crossings and Other Spring Improvement Projects</td>
<td>Waiting on permits from rail service; majority of other improvements pending warmer weather.</td>
<td>Mark.</td>
</tr>
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<td>6.</td>
<td>Dorm Window Access</td>
<td>New stops ordered, will replace old stops (all stops will now be tamper-evident); Res Life surveying to identify targeted windows. Slated for summer.</td>
<td>Jim, Michelle</td>
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7. Latex Gloves

Latex glove use continues to be phased out. Mary Ellen provided informational request to Student Affairs. Mike will be meeting with Athletics and Health Services to provide request in adhering to phase out latex. Mike to put note on portal and send out mass email. (turn in and UP replace).

Mike.

V. New Business

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<td>1.</td>
<td>Nitrile Glove Reaction Incident</td>
<td>Custodial employee reported reaction coinciding with nitrile glove use. Mike, Megan and Mark will provide supplemental investigation after the meeting.</td>
<td>Mike, Megan.</td>
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<td>2.</td>
<td>New OSHA Reporting Requirements</td>
<td>Mike discussed the new OSHA reporting requirements resulting from certain workplace incidents.</td>
<td>Mike.</td>
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<td>3.</td>
<td>Cold exposure incident</td>
<td>Mike to supply informational Fact Sheets to Facilities regarding temperature extreme hazards and protective measures.</td>
<td>Mike.</td>
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VI. Accident Review

1. Skin reaction to nitrile gloves
2. Cold exposure
3. Back injury loading/unloading boxes
4. Back injury picking up garbage

VII. Adjourn

Ergonomics Subcommittee

Attendance

- Mike Baltrusaitis, Mike Havel, Mark Carmody, Cathy Schneider, Brian Griguts, Jennifer Pennington

Discussion points:

- JSA/JHA project to be initiated on a priority basis, starting with Facilities.
- At the Health and Wellness Fair, one individual requested an ergonomics assessment. Jennifer reported it was already conducted and will follow up with the individual.
- Memic conducted a new ergonomics assessment on 4/14/15; recommendations discussed.