



Wilkes University Safety Committee

Meeting: April 2018

Date: 4/12/18 **Time:** 3:00PM **Location:** RM Facilities Conference Room

Attendance:

- | | | |
|--|---|---|
| <input type="checkbox"/> Mitch Adams | <input checked="" type="checkbox"/> Maria Bianco | <input checked="" type="checkbox"/> Chris Jagoe |
| <input checked="" type="checkbox"/> Thomas Dunsmuir | <input checked="" type="checkbox"/> Marleen Troy | <input checked="" type="checkbox"/> Charles Cary |
| <input checked="" type="checkbox"/> Joshua Savitski | <input checked="" type="checkbox"/> Justin Kraynack (Chair) | <input checked="" type="checkbox"/> Jim Weaver |
| <input checked="" type="checkbox"/> Debbie Schiebler | <input checked="" type="checkbox"/> Kathy Malcom | <input checked="" type="checkbox"/> Ryan Bowers (Advisor) |
| <input type="checkbox"/> Jim Weaver | | <input type="checkbox"/> <i>Mike Baltrusaitis (Advisor)</i> |

- I. **Call to Order**
- II. **Quorum Count/Roll Call** Quorum met
- III. **Review/Approval of Minutes** Approved
- IV. **Standing Items**

No.	Topic	Discussion	Presenter
1.	Building Evacuation Plans	The maps were distributed to the committee for review and comments. Will be finalized next month.	Justin/Debbie
2.	Eye Wash Stations	The plan was sent to the Dean for review of the policy.	Justin
3.	Laboratory Inspection	All inspections are completed. Item Closed	Ryan
4.	Machine Safety (SOP)	An Electrical Power Failure document is being finalized and will be provided to committee next month.	Ryan

V. New Business

No.	Topic	Discussion	Presenter
1.	AED Recall	A voluntary recall was issued for certain AED units. Currently, all of the recalled units on campus are functioning properly. Wilkes is implementing a replacement plan for these units based on available budgets.	Ryan/Justin

2.	Space Management	3-5-year project looking into large buildings on campus for an updated floor plans. The project will start at the Darte Center and Stark Learning Center.	Charlie
3.	Pedestrian	A student incident occurred in a walkway. Looking at updating the roadway by the crosswalk by Marts Center. A pedestrian flyer is recommended for disruption.	Ryan/Justin

VI. Accident Review

Accidents to report

- Employee incidents. X2 contusion incidents. One on wrist when lifting and another hit head on pipe.
- Student incidents: x2 Slip trip and fall incidents. One on ice and the other on steps in stairwell.

VII. Adjourn

VIII. Monthly Safety Inspection