



Wilkes University Safety Committee

Meeting: June 2018

Date: 6/21/18 Time: 3:00 Location: Facilities Conference Room

Attendance:

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

- 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	Update provided, currently waiting on all recommendations. Charlie requesting Cocciardi to assist in identifying emergency exits on the new floor plans currently being generated. Charlie to send to Cocciardi in CAD, Cocciardi to markup in PDF. Discussion on presenting in multiple languages (ENG, ESP). Estimated timeframe is over 1 year.	Mike
2.	Eye Wash Stations	Chemistry, Biology and Environmental currently performing the weekly, Facilities maintains regular inspections.	Maria and Charlie
3.	Lab Inspections	Ongoing	Mike
4.	Machine Safety SOPs	Under review by Committee	Mike
5.	Safety Committee Bylaws	The annual committee bylaws are currently under review by Cocciardi. Informal recommendations are being provided to Justin, with final report provided in 30 days.	Mike
6.	Latex	Administration still reviewing issue, no updates. Meeting with science faculty (Marleen) and administration on Monday 6/25/18. Safety Committee will provide assistance if requested. Item closed.	Mike

7.	Service Animals	No further discussion for the committee at this time. Safety Committee will review a policy once drafted by Administration. Item closed.	Mike
8.	Power Failure SOP	Development ongoing.	Charlie
9.	Life Safety Reviews	Results of the recent life safety inspections at Stark, UT, Kirby and Breiseth were discussed. Charlie provided an update on the action items completed to date.	Mike/Charlie
10.	Personal Evacuation Plans	Ongoing- currently in initial discussion phase, potential for implementation in Fall semester.	Mike

V. New Business-

No.	Topic	Discussion	Presenter
1.	Construction Safety	Charlie mentioned issues with trespassing in construction zones, primarily students taking shortcuts through secured fencing. Issue abated after a campus wide notice was issued by Charlie. Item closed.	Charlie

VI. Accident Review 1. No employee accident reports for the month.

VII. Adjourn