

**Marshall University/Marshall Community & Technical College
SAFETY COMMITTEE**

MINUTES

Monday, September 11, 2006. Gullickson Hall Safety Tour

Present: Jim Stephens, Emily Okes, Brian Carrico, Terry Olson, Jeff Ellis, Dale Osburn, Angela Withrow, Tiffany Craddock, Andrea Koutsunis

Previous Minutes: The minutes of the July 25, 2006 meeting of the Safety Committee were approved as printed.

A Safety Committee walk through of Gullickson Hall was performed to determine the safety needs for the building.

Safety Issues Outside of Gullickson Hall: Remove Fallout Shelter sign on the northwest entrance.

Safety Issues Inside Gullickson Hall:

- Remove miscellaneous items in hallways throughout the building.
- Check the self-locking doors in the corner of the northwest section of the building.
- Check all fire hose cabinets throughout the building to see that they are properly stocked.
- Check fire doors to make sure they are properly closed at all times.
- Mechanical rooms need signs pointing to eye wash stations and exits.
- Need to check all Exit signs to make sure they are working properly and to make sure that they are located at all exits to the building.
- The pool area needs to have the entrance alarm enabled, first aid kits stocked, new life preserver with rope and throw ring, broken tiles around the pool race starting lanes need to be replaced, and two exit signs need to be repaired or replaced.
- Check all doors throughout the building to see if they need repaired.
- Check ceiling tiles for leaking issues throughout the building.
- All electrical cabinets throughout the building need to be locked.

Miscellaneous Items

3rd Avenue Crossing at Morrow Library/Science Building: The estimated cost for repair is approximately \$4500.00. Dale Osburn will secure the cost. The Safety Committee voted to make this issue a top priority with the University.

Traffic Sign on College Avenue: Public Safety has been asked for an update at the next meeting on the status of traffic signs in the area of College Avenue.

Trash Dumpster Issues at Science Building: The Safety Committee has recommended that the trash dumpster on the west side of Gullickson Hall be moved outside of the swimming pool at the northwest corner of Gullickson Hall. Several parking spaces may need to be taken out of order to accommodate the dumpster. The dumpster needs to be moved due to traffic visual problems at its current location.

Safety Issue Forms: Jim Stephens stated that he would send out publicity to remind everyone on campus of the Safety Issue Input Form. This form can be used to submit a safety issue to the committee.