Marshall University/Marshall University Research Corporation

SAFETY COMMITTEE
<u>MINUTES</u>

Monday, May 18, 2009, 10:30 a.m., Human Resource Services Conference Room, Old Main

<u>Present</u>: Sara Belknap, Billie Brooks, Brian Carrico, Michelle Douglas, Andrea Koutsunis, Dale Osburn, Tracy Smith, Jim Stephens, Jim Terry, Jeremy Thompson

<u>Minutes of Prior Meeting:</u> Minutes from the March 2009, meeting were approved.

<u>New Student Member:</u> Sara Belknap, Graduate Student joined the Safety Committee.

<u>Campus Sidewalks:</u> Dale Osburn stated that $50,000 in concrete work would be completed during summer 2009. The main areas of work included MSC and Corbly Hall Plaza.

<u>Campus Heating & Cooling:</u> Dale Osburn stated that the Physical Plant Department would be doing maintenance on several buildings across campus during summer 2009 and potential safety problems due to high heat would be monitored by the Physical Plant and the Safety Department. Accommodations would be made to keep all safety risks to a minimum.

<u>Campus Lighting:</u> Dale Osburn stated that a campus walk-through for lighting occurred twice a year and that a list of all lights that needed maintenance would be compiled.

<u>Emergency Alert Box:</u> Brian Carrico stated that several new emergency alert boxes had been installed throughout campus and that all of the emergency alert boxes had been equipped with Braille.

<u>Driver Safety Training:</u> Tracy Smith stated that driver safety training would begin at the end of May 2009 and would need to be completed by faculty and staff by the end of June 2009.

<u>Swine Flu:</u> Michelle Douglas stated that alerting faculty, staff, and students about the prevention of swine flu would be essential to reducing the number of cases. The suggestion was made for putting up informational flyers around campus, particularly in the restrooms around campus, to inform faculty, students, and staff of the precautions needed to avoid the swine flu.

<u>Next Meeting:</u> Wednesday, July 29, 2009, 10:30 a.m., HR Services Conference Room.