

SAFETY COMMITTEE
MINUTES

Monday, June 14, 2010, 10:30 a.m., Sorrell Maintenance Building Conference Room

Present: Sara Belknap, Michelle Douglas, Nathan Douglas, Ronnie Hicks, Andrea Koutsunis, Tracy Smith, Chuck Somerville, Jeremy Thompson

Minutes of Prior Meeting: Minutes from the March 22, 2010, meeting were approved.

Sidewalks: Tracy Smith stated that Dale Osburn had received \$14,000.00 for miscellaneous sidewalk repairs for campus. Dale will prioritize the areas that have the greatest need.

West Lot: Tracy Smith stated that he had received a concern regarding vehicles driving quickly through the West Lot. The Committee will await word from Jim Terry at the next meeting regarding a possible plan of action to remedy the situation.

Safety Training: Tracy Smith stated that annual safety training was being completed. The Physical Plant had a 10-hour training that would be occurring during summer 2010. He also stated that driver training would be conducted at a later date. Nathan Douglas stated that the Safety Department would be conducting Bio Safety Training for the Biotechnology Center and that Forensics had already been completed. He stated that Bio Safety Training would be conducted within ten days of hire for a new employee and would then be completed annually following the initial date of hire. A certificate would be available after completion of the training program.

AON: Tracy Smith stated AON would be on campus during August 2010 to perform the annual risk assessment.

New Business: Chemical Safety: Ronnie Hicks stated that an employee in the Physical Plant had expressed an interest in a refresher course with regard to chemical safety and symbols when working in the Science Building.

Emergencies: Chuck Somerville stated that there was a need for posted solutions to chemical/safety emergencies in the Biotechnology building. Tracy Smith and Nathan Douglas stated that they would look into the issue and would update at the next meeting.

Injury/Illness Reports: Ronnie Hicks stated that the online injury/illness form was not working properly. Tracy Smith stated that he would review the issue. Nathan Douglas stated that there were three forms available on the Marshall University website regarding injuries and illnesses.

Next Meeting: To Be Determined