

Marshall University / Marshall Community and Technical College /
Marshall University Research Corporation

SAFETY COMMITTEE

MINUTES

Friday, November 16, 2007, 10:00 a.m.

Smith Hall Safety Walk-Through and Meeting in HR Services Conference Room

Present: Brian Carrico, Emily Okes, Dale Osburn, Jim Stephens, Chuck Somerville, Andrea Koutsunis

Safety Walk-Through - Smith Hall: The committee meeting was preceded by a safety walk-through of Smith Hall. Brian Carrico and Dale Osburn explained several safety-related features and conditions in this building. Several small items for corrective action were noted. The committee meeting then convened in the Human Resource Services Conference Room in 207 Old Main.

Minutes of Prior Meeting: Minutes from the September 26, 2007 meeting were approved.

Pedestrian Crossing Time, 18th Street at 3rd Ave and 18th Street at 5th Ave: Dale Osburn stated that there were two issues regarding crossing times on both 18th Street & 3rd Avenue and 18th Street & 5th Avenue. The lights on 3rd Avenue were not functioning. Jim Terry oversees the lighting on campus, and therefore had made calls into the Department of Highways to inquire about having the lights fixed. Jim Stephens posed a question regarding the lack of crossing times at these two areas of campus. Brian Carrico and Dale Osburn were assigned to check into crossing times in both locations with Jim Terry and update the committee at the next meeting.

Lighting in F-Lot—East Side of Engineering Laboratory Building Site: Dale Osburn stated that the lights are burning at a high rate, and therefore causing them to cycle on and off in order to accomplish cooling. He suggested doing a walk-through of campus one evening to determine potential lighting issues. Chuck Somerville stated that there were also two mercury lights in the same area that did not function. Parking lot light issues fall under the jurisdiction of the Public Safety Department and interior campus lighting falls under the jurisdiction of the Physical Plant. Any lighting on the street comes under the jurisdiction of the City of Huntington. A general report of lights will be provided to the Safety Committee at the next scheduled meeting.

Safety Website/Safety Committee and Emergency Management Site: Jim Stephens posed the idea of connecting both websites with information regarding links to all safety items and information at Marshall. Links should be provided on each page for the Safety Input Request Form and a form to report all serious safety issues.

Uneven Sidewalks: Dale Osburn stated that the uneven sidewalks in selected areas of Corbly Hall and Drinko Library had been replaced and that the ADA walkway had been repaired. Repairs had also been made on 18th Street next to Twin Towers, and various repairs had been made throughout campus. Approximately \$7,000.00 in concrete repairs was made during these projects. Future repairs that need to be made include: the 18th Street sidewalk on the west side of Gullickson Hall. A quote was obtained from Cement Finishing, Inc., and totaled \$28, 786.80. This area is a high priority for the Safety Committee and has been recommended that it be

completed no later than spring 2008. A proposal to the President's office will be submitted at a later date.

"Do Not Park" Signs at Biotechnology Science Center: Jim Terry will provide an update at the next scheduled meeting.

Harris Hall Elevator: Dale Osburn initiated contact with Otis Elevator and had them to inspect the elevator. Future plans recommended by the committee include installing a new elevator in one stairwell of Harris Hall. The approximate potential cost could be +\$300,000.00. Money will have to be appropriated for this project. The current elevator does not meet ADA standards. Dale Osburn will provide an estimate and then the issue will be discussed as an ADA issue.

Fire Safety: Brian Carrico has assigned building representatives for all buildings on campus. Fire Safety Training will be provided November 20, 2007, from 10:00 a.m. until 11:00 a.m.

Next Meeting: Monday, January 14, 2007, 10:00 a.m. HR Services Conference Room.