

Marywood University Health & Safety Committee Minutes

Place: Library/Media

Date: July 12, 2011

Time: 9:00 AM

Present: Mike Finegan, David Elliott, Theresa Naro, Lou Twardzik, Ernie Mengoni, Myron Marcinek, Deborah Wardach, Matt Povse, Kaylee Dunning

Excused: Nancy Gibbons, Lori Summa, Linda McDade,

Absent: Molly Baron,

<u>Agenda Item</u>	<u>Discussion</u>	<u>Recommendations/Actions</u>
1. Meeting opened	9:21 a.m.	
2. Minutes reviewed/approved/ correct.	June minutes approved	
3. Old Business	<ul style="list-style-type: none"> • Swartz Center. Prayer Patio has areas of crumbling concrete • Swartz Center Room B. Data port in floor trip hazard 	<ul style="list-style-type: none"> • It will be put on the work schedule • Data Port has been acknowledged
4. New Business	<ul style="list-style-type: none"> • Left Railing at Nazareth Patio steps is loose • Suggestion of Right Away and Speed Limit signs throughout campus • Fire door is missing at top of steps near Lynett Board room • Windows in LAC are being left open allowing bugs and birds into the building • Outside of Post Office. Sidewalk is a trip hazard • Suggestion to increase ID checks in LRC and Mellow Fitness Center 	<ul style="list-style-type: none"> • Mike will address with Mark Burns • This is being looked into • Myron will check on this • Mike will inform Mark Burns • Mike will check into. He was unaware of a problem
5. Next fire drill	•	• Mike will advise time and date
6. Review of accident/incident records	• Accidents reviewed for June 2 accidents. No lost time	• It was recommended that security have bike training for those on bike patrol
7. Next meeting/inspection	• August 9, 2011 9:00am	• Maintenance
8. Open forum	<ul style="list-style-type: none"> • Matt Povse has noticed that when the grounds crew is cutting the grass the guard on the mower deck is being propped up • Kaylee Dunning has replaced Jerry Moskalczak on the committee • Joe McCormick will be acknowledged for the quick response on clearing maintenance closets • Deb Wardach asked that with the pages still missing being filled out on accident reports is there a follow up with supervisors and are they attending training sessions 	• Myron will address this issue
9. Adjournment	9:47a.m.	

Cc: Joseph X. Garvey, Wendy Yankelitis, Gordon Smoko, Joe McCormack,

Respectfully submitted by: Theresa Naro