

Marywood University Health & Safety Committee Session

Place: **Swartz Center** Date: 01/13/2015 Time: 9:00 AM
 Present: Molly Baron, Nancy Gibbons, Cheryl Kosydar, Mike Finegan, Laurie Munley, Mary Reggie, Deb Wardach, Deanne Garver, Linda McDade, Myron Marcinek
 Absent: David Isgan, Mike Kondrat, Aaron Simmons
 Guests: Mike Baltrusaitis (Cocciardi and Associates), Anthony Terrinoni (Global Risk Management)

| Agenda Item | Discussion | Recommendations/Actions |
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| 1. Meeting opened | 9:00 a.m. | |
| 2. Minutes reviewed / approved | December Minutes Approved – Nancy Gibbons, Cheryl Kosydar | |
| 3. Old Business | <ul style="list-style-type: none"> • Emergency Guides • Sidewalk snow and ice protection • Red Bag Kits • Campus AED’s List • Campus Power Outage – Battery pack for generators • Safety Website • Footbaths in public restrooms • Epi-Pens on campus • LAC and ability to lock down in an emergency • Mail Room Package Transport • Crosswalk –Gillet Lane | <ul style="list-style-type: none"> • Ongoing - Mike Baltrusaitis • Ongoing - Festive Safety Flyer distributed to community, continue to monitor • Ongoing – Mike Baltrusaitis • Ongoing – Mike Baltrusaitis • Ongoing - Myron Marcinek • Ongoing – Molly Baron and Mike Baltrusaitis, foundation for website established • Ongoing – Molly Baron noted Dr. Ahmed is to meet with student population that observes this practice to discuss alternatives • Ongoing – Linda McDade to research. • Ongoing – Mike Baltrusaitis to distribute emergency actions plan and quick reference guide template to committee for review • Ongoing- Mike Baltrusaitis to review with Kevin Burns, establish formal written procedures • Ongoing – Myron Marcinek to review |
| 4. New Business | <ul style="list-style-type: none"> • Mailroom water damage • Odor in Enrollment office areas | <ul style="list-style-type: none"> • Mike Baltrusaitis - Water damage led to mold issue, procedures established and evaluated by Cocciardi on how to address, Myron Marcinek to review procedures, explore training maintenance department, and discuss how to distribute procedures • Odor reported, second time, maintenance addressed issue |
| 4. Review of accident/incident records | <ul style="list-style-type: none"> • December incidents reviewed | <ul style="list-style-type: none"> • 1 incident –0 recordable |
| 5. Fire drill | <ul style="list-style-type: none"> • Fire drill | <ul style="list-style-type: none"> • Mike Finegan to schedule fire drills, with one and or two drills per month so all buildings will be tested. Mary Reggie to send list of safety committee inspection schedule to Mike Finegan |
| 6. Next meeting /agenda / inspection | <ul style="list-style-type: none"> • February 2, O’Neill Center for Healthy Families | <ul style="list-style-type: none"> • Meeting Agenda –Old Business – New Business – Fire Drill report – Accident and Injury report- Open Forum - Building Inspection O’Neill Center for Healthy Families |
| 8. Open forum | <ul style="list-style-type: none"> • Recordable incidents for 2014 • Weapons on campus | <p>Anthony Terrinoni to provide data to committee to compare 2014 data to 2013 data. Deanna Garver suggested setting goals based on data received</p> <p>Deb Wardach received question regarding a policy for weapons on campus for students and staff. Mike Finegan noted there is a student policy regarding weapons on campus and will research how this issue is addressed with staff</p> |
| 9. Adjournment | <ul style="list-style-type: none"> • 9:40 a.m. Mike Finegan, Deb Wardach | |
| 10. Committee Building Inspection | <ul style="list-style-type: none"> • Swartz Center / Loughran Hall | <ul style="list-style-type: none"> • Inspection attendees: Mike Baltrusaitis, Molly Baron, Laurie Munley Mary Reggie |