

Marywood University Health & Safety Committee Session

Place: Liguori Conference Room Date: 03/03/2016 Time: 9:00 AM
 Present: Aaron Simmons, Deanne Garver, Molly Baron, Mike Finegan, Pattie Trapper, Mary Reggie, Nancy Gibbons, Linda McDade, Cheryl Kosydar, David Isgan, Deb Wardach, Myron Marcinek
 Absent:
 Guests: Kevin Kuna (Marywood University) Jon Barzensky (Chartwells)

<u>Agenda Item</u>	<u>Discussion</u>	<u>Recommendations/Actions</u>
1. Meeting opened	9:00 a.m.	
2. Minutes reviewed / approved	<ul style="list-style-type: none"> January minutes approved Cheryl Kosydar, Mike Finegan 	
3. Opening remarks		
4. Old Business	<ul style="list-style-type: none"> Sidewalk separation hazards/ CNHS and Learning Commons Safety Website LAC and ability to lock down in an emergency Hazard Education Program Door Identification Book Retrieval System – Learning Commons Workplace injury treatment Learning Commons outdoor step lighting Active Shooter Training Chemical Hygiene Plan Safety Data Sheets 	<ul style="list-style-type: none"> Ongoing - Can yellow strips be placed at edges of steps? Ongoing – Molly Baron to follow up with Peter Kilcullen Tabled – resume after July 1 Ongoing –Ryan Bowers Ongoing - Mike Pasqualicchio to complete by end of spring break Ongoing –Cocciardi Reviewed per Myron Marcinek-Lee has key Ongoing – Revisit with liability carrier Ongoing – Myron Marcinek - will correct over spring break Ongoing – update from Mike Finegan in April Ongoing - Deanne Garver to address with Cocciardi Ongoing - Deb Wardach
5. New Business	<ul style="list-style-type: none"> Accident / Incident reporting –generalized form needed, non-work related accidents Chemical Hygiene Plan, procurement, etc. 	<ul style="list-style-type: none"> Linda McDade – to draft a generalized accident form, asked for safety committee backing , one form for employees and one for non-employees Deanne to review procedures with Cocciardi regarding Chemical Process Plan, procurement, etc.
6. Review of accident/incident records	<ul style="list-style-type: none"> February incidents reviewed 	<ul style="list-style-type: none"> Molly Baron –2 incidents, not recordable – 1 carryover
7. Fire drill	<ul style="list-style-type: none"> Fire drill 	<ul style="list-style-type: none"> Mike Finegan – 2/25/16 Residence Halls – no issues AED’s and emergency phones to be inspected
8. Next meeting /agenda / inspection	<ul style="list-style-type: none"> Thursday April 7, Swartz Center 	<ul style="list-style-type: none"> Meeting Agenda – Old Business – New Business – Fire Drill report –Accident and Injury report- Open Forum -Building Inspection
9. Open forum		
10. Adjournment	<ul style="list-style-type: none"> 9:39 a.m. Nancy Gibbons, Dave Isgan 	
11. Committee Building Inspection	<ul style="list-style-type: none"> Learning Commons and Printing and Mailing Center 	<ul style="list-style-type: none"> Attendees -, Molly Baron, Mary Reggie, Dave Isgan, Cheryl Kosydar – Molly Baron to submit work orders

Cc: Joseph X. Garvey, Wendy Yankelitis, Joe McCormack, Robyn Krukovitz, Mark Pitely, Dr. Patricia Dunleavy

Respectfully submitted by: Mary Reggie