

Safety Committee Meeting Minutes

DATE	TIME	LOCATION
Tuesday, March 28, 2000	10:00 – 11:30 a.m.	Plymouth County Room Campus Center

Members Present	Members Absent
Patty Delaney, Environmental Health & Safety Officer	Tracey Bumpus, Maintainer II Facilities
Claire DeVincentis, Clerk IV, Elementary Education	
Melinda Lamoureux, Administrative Assistant II, Human Resources	
Denis Maguy, Director of Facilities	
John Rocharz, Technical Assistant II, Biology	
Steve Scott, Plumber, Facilities	
Dave Tillinghast, Chief of Campus Police	
Jane Thomas, Assistant Director Human Resources	

Guest: Kathleen Mullins, Recording Meeting Minutes

ISSUES DISCUSSED:

- An additional Campus Police Officer will be asked to join the committee along with an additional member from the Dorm Authority.
- A discussion was held in regards to changing the Safety Committee’s meetings from once a quarter to every other month, and this was agreed upon by the committee, the next meeting will be in May.
- Chief Tillinghast informed the committee that the Campus Police could teach CPR classes new mannequins were purchased for them by SGA. They can instruct about four or five people at a time. Ms. Delaney said that some of the lab technicians had requested information on CPR training.
- Ms. Delaney discussed her job duties to the committee in regards to the Environmental Health and Safety Management Plan, Hazardous Waste/Materials, safety of people in the buildings. She discussed the training that will occur with some of the employees on campus in regards to Confined Space Training, Hazardous Waste Management, Right-To-Know/Bloodborne Pathogen and First Responder (HazWoper) training. At the next meeting she will bring her job description for the committee.
- Ms. Delaney asked the group if they would like to discuss evacuation plans for the buildings at the next meeting and bring some information to that meeting on the topic.

SAFETY MATTERS UNDER CONSIDERATION:

- Mr. Rocharz wanted to make sure that First Aid Kits are set up with one kit per facility centrally located for maintainers, grounds crew, electricians, HVAC, and plumbers.
- No other safety issues were discussed

TO DO:

- Ms. Delaney will bring her job description to the Safety Committee meeting she will be including with the meeting minute's evacuation plans for the committee to review.
- Ms. Delaney will ask the Forman to check their areas for First Aid Kits and report back to the Safety Committee.

NEXT MEETING SCHEDULED:

DATE	TIME	LOCATION
Tuesday, May 23, 2000	10:00 – 11:30 a.m.	Plymouth County Campus Center