

# Safety Committee Meeting Minutes

DATE	TIME	LOCATION
October 16, 2001	2:00 p.m. - 3:30 p.m.	Martha Denison Rondileau Room Maxwell Library

Members Present	Members Absent
Patty Delaney, Environmental Health & Safety Officer	John Rocharz, Technical Assistant II
Claire DeVincentis, Clerk IV	Jane Thomas, Assistant Director
Melinda Lamoureux, Staff Assistant	David Tillinghast, Campus Police Chief
Brian Townley, Maintainer II	Denis Maguy, Director of Facilities
Steven Scott, Plumber Steamfitter I	
<i>Guests:</i> Bill Richards, Staff Associate; Elaine Rocharz, Institution Maintenance Foreman; Jim Lima, AFSCME; and, Robert Nelson, Campus Police Officer.	

## Issues Discussed:

- Minutes of August 21, 2001 were reviewed and approved without objection.
- Meeting with Campus Police Department and Mailroom will occur October 17, 2001. They will discuss the appropriate guidelines for handling mail. Patty distributed a copy of a safety bulletin from University of California, which served as a good reference.
- Patty informed the committee that the representative from the state came into Burnell School to do air monitoring. She will share the results when they become available. Also, in 6-8 weeks a letter reporting results will go to the parents and employees.
- We discussed blood born pathogen issues. Robert Nelson, who serves as the training officer for infectious control procedures at the CPD, informed the committee of how the CPD handles blood/body fluids. It was determined that there are no guidelines available to determine what should be cleaned up by the CPD and what should not. This led to the question of who's responsible for clean up? Who does assessment and determines this (supervisor of shift, first person on scene, volume of spillage)?
- Claire suggested proposing guidelines so everyone is clear. Possibly Bob, Patty and the Chief could meet and discuss this.
- Additional policy matters that were discussed were Bomb Scares. Who is responsible in these situations? Is it Bridgewater Fire Department, Town Emergency Manager, State Police?
- The bike racks at Burnell School were brought up as a potential safety hazard. They weren't really stable. There was additional discussion about their lack of use at Burnell and the possibility of moving them to the dorms.

## Next Meeting Scheduled

DATE	TIME	LOCATION
December 11, 2001	2:00 p.m. - 3:30 p.m.	Martha Denison Rondileau Room Maxwell Library

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Patricia A. Delaney  
Safety Committee Chairperson