ALVERNIA UNIVERSITY SAFETY COMMITTEE
MEETING MINUTES

To: Safety Committee Members: Kevin Burns, Jeanne Brown, Brad Deloach, Lori Medvidik, Joseph Miller, Suzanne Miller, Tamara Noecker, Mark Piekarski, Michael Reppert, Kera Wierzbicki, Nick Yando

Safety Committee Guests: Ted Romberger (SGI), Allyson Mullin (Mosteller & Associates), Susan Curtis (Mosteller & Associates)

cc: Carol Munn-Donkin (Alvernia University), Betty Civitarese (Alvernia University), Patrick Shannon (Alvernia University), Ralph Thompson (Alvernia University), Doug Smith (Alvernia University), Joseph Thomas (SGI), Ken Norwitz (Willis), Paul Becker (Lackawanna Insurance Group), Patrick Shannon (Alvernia University)

From: Kera Wierzbicki

Date: Tuesday April 2, 2013

Time: 10:30 AM

Place: Polish-American Room in the Library

Safety Committee Members Present: Kevin Burns, Joseph Miller, Suzanne Miller, Tamara Noecker, Mark Piekarski, Michael Reppert, Kera Wierzbicki, Nick Yando

Safety Committee Members Absent: Jeanne Brown, Lori Medvidik

Agenda:

I. Safety Committee Minutes:
   a. The Committee reviewed and approved the minutes from the March 2013 Safety Committee meeting.

II. Employee Incidents and Near Misses:
   a. There were no OSHA 300 reportable incidents in March.

III. Safety related items:
   a. K.Wierzbicki discussed the locations of the AED units on campus. AED’s have now been installed in Veronica Hall Chapel, Francis Hall Lobby, and Village 4 RA Desk. Still pending is the installation of the AED cabinets in Bernardine Hall lounge area and the Campus Commons building.
   b. K.Wierzbicki observed the contractor who spreads salt in the parking lot during a recent snow storm. The driver was observed at Lot F and behind Francis Hall. The driver was driving responsibly and not speeding.
   c. K.Wierzbicki talked to M.Laws regarding the issue of smoke in the vestibule at Upland. She was told that this was a ventilation issue (the smokers are standing next to the doorway and when the door is opened, the smoke is drawn into the vestibule). Some members disagreed with this and most believed that it is due to the smokers’ stations being positioned immediately outside the door. Currently, Alvernia’s handbooks only prohibit smoking inside buildings and within 25 feet of a residence hall entrance. More discussion is needed in order to come up with a workable solution (talking to Facilities about moving the smokers’ stations further away from the entryways, amending the employee handbook to change the smoking policy to no smoking with 25 feet of any entrance, etc.)
   d. Building inspections have been started. Currently, Morgantown Road, Francis Hall, Campus Commons, Business-Communication, and the Library have been completed.
with Bernardine Hall/O’Pake Science Center and the Greenhouse scheduled for the week of April 8\textsuperscript{th}. The PEC, Student Center, Upland, and the NRC still need to be inspected. Members who have not yet inspected a building must complete the inspection by the next meeting.

e. Members discussed a concern about the Student Center doors being locked after a certain time. Even the card access door does not operate during late hours (after 11pm). Some employees work very late hours. If they or students were in the Quad or Lot B and needed assistance or shelter, they would not be able to get into the building. This building does not have an emergency call box outside. K.Wierzbicki to talk to J.Thomas in Public Safety about this.

IV. Next meeting: Tuesday May 7, 2013 at 10:30am in the Polish-American Room in the Library.

V. Adjournment