ALVERNIA UNIVERSITY SAFETY COMMITTEE
MEETING MINUTES

To:    Safety Committee Members:  Kevin Burns, Troy High, Susan Kane, Sandy Kroenig, Suzanne Miller, Janice Stock, Megan Walter, Kera Wierzbicki

Safety Committee Guests:  Susan Curtis (Mosteller & Associates)

cc:    Carol Munn (Alvernia University), Betty Civitarese (Alvernia University), Doug Smith (Alvernia University), Ken Norwitz (Willis), Paul Becker (Lackawanna Insurance Group)

From: Kevin Burns

Date: Tuesday February 3, 2015

Time: 10:30 AM

Place: Polish-American Room in the Library

Safety Committee Members Present: Kevin Burns, Troy High, Sandy Kroenig, Suzanne Miller, Janice Stock, Megan Walter, Jessica Skelly (guest—new events management employee), and Rejeana Goldsborough (guest — working on SDS/Inventory project)

Safety Committee Members Absent: Susan Kane

Agenda:

I. Safety Committee Minutes:
   a. The Committee reviewed and approved the minutes from the January 2015 Safety Committee meeting.

II. Employee Incidents and Near Misses:
   a. None for the month of January.

III. Safety related items:
   a. The remaining building inspections that needed to be completed were discussed and assigned to committee members.
   b. A brief discussion was noted on the need for faculty participation on the safety committee. Kevin Burns was going to follow-up with the faculty council officers on this.
   c. A review and discussion of the 2014 OSHA log took place. Committee members requested to review the 2013 log as a way to compare how we are doing. Kevin Burns to request the 2013 log from Human Resources.
   d. It was discussed to possibly add another “non-supervisor” member to the committee.
   e. Discussed that grounds was doing a great job on campus walkways, only noting a concern about the back area of the Campus Commons building.

IV. Next meeting: Tuesday March 2, 2015 at 10:30am in the Polish-American Room in the Library.

V. Adjournment