Wilkes University  
Environmental and Safety Committee  
Record of Minutes

Chairperson: John Pesta

Date: 3/30/10  Time: 2 p.m.

Present:  
Mr. Joseph Housenick, Mr. John Pesta, Mr. Jim Weaver, Ms. Silvia Elias  
Ms. Camille Kaschak, Dr. Marlene Troy, Ms. Jackie Ruane, Mr. Tom Messinger,

Absent:  
Ms. Diane O’Brien, Ms. Maria Bianco, Dr. Verret, Dr. Julie Olenik

Previous Meeting Minutes from February were reviewed.  

Minutes:  
February Minutes were approved. 

The Safety Committee Charge was reviewed and at this time it will probably remain as is.

The Safety Committee By-Laws may have a few minor changes. Clarification is needed on how many times you are allowed to miss a meeting.

Exposure Control Plan – signs are needed in labs and by phones with information on what to do in case of an emergency.

Emergency Action Plan

There are two teams:

Instant Management Team – Upper Level Administration

Emergency Response Team - Doers

There will be a training session for people on these teams within a couple of weeks.

We will have an imitation disaster on campus in which outside emergency agencies will participate.

The issue of smoking outside of SLC in the loading dock area and other areas around campus was discussed. The issue will be discussed with Public Safety and perhaps they may be able to
patrol and check the areas in question.

Human Resources did try to have a smoking cessation program on campus once, however only three people signed up.

Action Items:

Old Business:

New Business:

Building Inspection Reports:

The dorm building inspections have had good results. The COB inspections will be starting shortly. If anyone from the committee is interested in being involved with the inspections, please contact the Chairperson.

Accident Incident Summary/Investigations:

Comments: (Incidents Discussed)