Chairperson: John Pesta

Date: 12/14/10    Time: 2:30 p.m.

Present:
Mr. Joseph Housenick, Mr. John Pesta, Ms. Maria Bianco, Ms. Camille Kaschack, Ms. Jackie Ruane, Ms. Michele Grushinski, Ms. Silvia Elias, Mr. James Lennox, Mr. Jim Weaver, Mr. Gerald Rebo, and new members Mr. Mitchell Adams and Ms. Alicia Bond

Absent:
Dr. Reynold Verret, Dr. Brian Whitman, Dr. Marleen Troy, Ms. Dana Manning and Ms. Diane O’Brien

Previous Meeting Minutes from: 11/30/10 were approved.

Old Business:
Bloodborne Pathogen training is nearing completion.

Project Update:
Laboratory Safety Audit: After break, data will be compiled, any issues will be reviewed and the committee will determine the corrective action that may be needed.

Annual Committee Training:
Training will be set up as a webinar possibly in March. Jim Lennox will determine if more than one training session will be offered.

New Business:
The next waste pick-up is scheduled for January 27th. Please let John Pesta know how much you expect to have. An email will be sent to all Stark departments to advise of this chemical pick-up. There are smaller pick-ups throughout each semester.

New Recommendations:
A suggestion was made to add a safety tab to the portal for information on who to contact for lab safety, hazardous waste and chemical hygiene questions. Members agreed to include information about this committee and a contact. The committee can determine what to publish.
### Inspection Reports:

Residence halls will be inspected over break. Joe Housenick and Michele Grushinski were asked to complete the UCOM inspection. Jim Lennox will spearhead the Stark inspection.

### Accident Incident Summary/Investigations:

Two accident reports were reviewed. Student fell off bed and needed stitches. Student is doing fine. Corrective Action: discussed with Residence Life to warn students not to jump on their beds.

Second report: Employee tripped and fell outside facilities building with no major injuries.

Corrective Action: repaired hole with new cover that should not come loose.

Investigative report completed on employee incident. HR will keep copies of report.

Whenever there is an injury, HR will send form to the Manager notifying of the incident and request a follow up with the employee. Any open items will be discussed at the next safety meeting. Forms do not have the employee’s information on them.