1. Call to Order/Quorum

2. Review of Previous Month’s Minutes

3. Open Issues

   A. Bloodborne Pathogen/Exposure Control [Cocciardi]

      Mike reported that there is one more department to meet with prior to updating plan revision. It is anticipated that this will be completed prior to next month’s meeting.

   B. Access to chemistry labs [Cocciardi and Maria]

      A plan was discussed and approved regarding off hours access. The plan will be written by Cocciardi and submitted to the committee for approval. The plan involves two approaches - first, identifying areas on campus that are not to be accessed alone or off hours at any point (e.g. the engineering shop in SLC). Second, other potentially high hazard areas (chemistry labs) will require senior advisor approval with specified conditions for access (e.g. access, supervision, restrictions).

   C. Campus Outreach Campaign regarding the Committee [Justin and Vicki]

      Justin sent information to Vicki for the development of a brochure and website campaign. Justin will initiate the process for scheduling a presentation at an upcoming Lunch and Learn event.

   D. First Aid Kits [Justin and Mike]

      Justin identified first aid kit locations (more to be added as identified). A policy will be drafted regarding who supplies kits, restocks, inspects, etc.
E. Off Campus Fire Safety [Mike and Justin]

Mike and Justin met with Barbara King to regarding off campus fire safety. Mike subsequently provided Barbara with information/recommendations from FEMA and NFPA regarding the issue that will be provided to off campus students. [CLOSE]

4. New Business

A. Food/Drink in Labs [Cocciardi]

A report of students/faculty eating in chemistry labs was made to the committee. A discussion was held regarding committee actions in similar events. At this time, an email will be submitted to the Dean regarding the issue and recommendations.

5. Accident Review

No employee accidents reported this month.

6. Adjourn/Safety Inspection

A safety inspection was held within the Library after the meeting. The following items were identified:

- Caution tape was observed blocking emergency access in the Southwest and North exits/stairwells. RECOMMENDATION: Remove caution tape to provide safe and unimpeded access in the event of an emergency.