Attendees: Kelley Wickman, Leigh Hickman, Lee Potter, Vicky Rank, Bob St. Jean, Mary Call, Doug Lear, Sandy Pyer, Stuart Mitchell, Doug Carty, Roland Pillsbury, Susan Casey, Sue Connors.

Regrets: Carole Brasili, Jason King, Barbara Peloquin, Kim Knox

Unfinished Business: Emergency stickers for phones – nothing yet

Kelley Wickman: - No report

Lee Potter: - H1N1 immunization free and still available. Reports of increase of cases in some states (southern part of the country). Garage door at Granite Hall to be replaced with insulated metal door with remote control. Donated by EMT squad and should be installed by end of April.

Vicky Rank: - No Report

Bob St. Jean: - Proposed safety plan will be reviewed with HR. Doug feels that more of this should occur during new hire orientations. Bob explained that historically info was disseminated during Staff Seminar Days, but since they are not occurring, how should this info be passed along? Bob will look into it and report back to the committee. Bob also requested that we send Nancy Kalaora, Loss Control Coordinator, at the Protector Group a copy of our Safety Committee Meeting notes.

Mary Call: - Asked what was planned for the side walks around campus– Senior Staff approved capital budget $’s to repair them. She also noted that there are significant frost heaves in the roadway between Rindge Hall and Monadnock. Thefts in MW Hall – Campus Safety should probably send out a reminder notice about safety practices – don’t leave your room door open, do not prop entrance doors open, etc. There are light bulbs out between Mount Washington and New Hampshire Halls. Doug started replacing light bulbs throughout campus during Spring Break; replacement will be on-going. She asked if there are any update on pull stations?
Doug Lear: Reports that Rindge Fire Chief Rick Donovan has sent a letter to FP President Birge about the overabundance of pull stations. He recommended that some be removed. This will occur through mutual agreement of Fire Chief, Campus Safety and Doug Lear. Bob St. Jean requests copy of Fire Chief Donovan’s report for our Insurance Company - the Protector Group.

Leigh Hickman: - Alarms don’t work at ER exit from Cheney to MW laundry and MW laundry to outside. Noted that these batteries need to be replaced.

Roland Pillsbury – No report

Doug Lear: - Metal grip treads have been installed at dumpster (per request of Kim Knox at last month’s Safety Committee Meeting). Anti-slip tape on walk way outside the campus center (west side near parking lot), applied last week. We need more time to evaluate its effectiveness. Confirmed that the parking lot areas at entrances to all the Towers have been painted designating them as a “No Parking Area”. Relocation of Handicap spot near NH & Granite Hall still under discussion – will be fixed summer months.

Sandy Pyer: A faculty member reported to her that the Big Light for the Crestview parking lot was out. Doug Lear reported that there was flooding in Crestview. The light will be reset when the area around the Crestview electric panel dries out.

Stuart Mitchell: - Annual ‘Jean Cleary Training’ had been offered in 3 sessions. Text messaging as part of the Campus-Wide Emergency Notification Process will happen; they are still working out the logistics. Stuart has discussed changes to fines with Bruce Kirsh. Stuart recommends the one-way driving fine – should increase to $100. Stuart is also recommending issuing a $86.50 ticket to anyone not coming to a full stop at the STOP Sign or speeding through the “S” curve at the intersection of Ingalls Road and Campus Center.

Sue Connors: – No Report

Doug Carty: - No report

Next Meeting April 22nd at 11:00 am in Petrocelli #115.

~Recorded by Susan Casey, transcribed by Ann Noble