Safety Committee Meeting Minutes
October 16, 2014

Present: Mary Call, Doug Carty, Judy Kerr, Doug Lear, Lee Potter, Vicky Rank, Bob St. Jean, Maureen Sturgis

Not Present: Michelle Comeau, Sue Connors, Cheryl Flood, Jan Merideth, Barbara Peloquin, Roland Pillsbury, Sandy Pyer, Matt Vaillette

Jan Meredith reported through Vicky that she would like to have the committee put into place an agenda for each meeting. Vicky will ask for agenda items a week prior and distribute the agenda the day before each meeting. Jan suggested that the first item to be discussed was the protocol for needle sticks & correct disposal of needles and other hazardous materials. Lee stated her license allows her to treat students only, but she is happy to share her protocol with Jan and Judy so that they can put into place one for their use.

Reviewed that there are 10 AEDs on campus and their locations. Doug has one in the airframe that will be put under the same contract as the others for maintenance and testing purposes. Doug reports that NO CLIMBING signs need to be installed throughout the Bubble.

Mary stated she received a complaint that there is a hole in the sidewalk outside of Granite near the freshmen courtyard. Doug will put something in place to divert people from injuring themselves there and as soon as money is available, will repair it.

Maureen reports that Blue U Defense made a presentation to approximately 75 faculty, staff, students, and community members on how to identify alcohol and other drugs. This presentation was made possible through a grant. They may return for an evening presentation on this same material. Bob asked for her to get a handout from them to keep in HR & his area for our insurance company. Also, Maureen indicated that the railings down to Marcucella need replacing and Doug said that will be done ASAP.

Doug mentioned that nearly all the lighting has been replaced. However, the Bubble parking lot will need to have different fixtures. The new fixtures will save money and energy. The upgrade is paid through a rebate check the school received from PSNH. Also through cost-saving measures, a new boiler in Northwoods was installed this summer. Peterson Manor received a new cooling system that is also controlling the temperature in Coles Hall. Doug stated he is in preliminary discussions with a company that may be able to provide pellet boilers for the smaller campus buildings. This should help offset the expense of oil heat and also provide a greener fuel alternative. He is also discussing the installation of solar array panel atop Pappas Center, the Fieldhouse and covering all the way down to the Dance Studio.

Bob reviewed the paperwork from MEMIC, our insurance carrier. While we have very low rate of claims we could always improve especially when it comes to Slip & Fall incidents. Prevention is key and they have a representative that may come and present to us ways to mitigate these claims. Bob asked each of us to keep in mind others that could come to make presentations to the Safety Committee. For instance, Securitas did a walk-through with Maureen and she is waiting for the written results. A Securitas rep could explain how they provide safety and education to our campus, figuring out man hours needed on a daily basis and coverage for big events such as commencement.
Lee was asked about the Ebola virus and she explained that she receives constant updates from the CDC on protocol and she will keep the community informed of any changes or updates when necessary. She has already sent out 4 notices concerning the flu vaccine and prevention for this season. Hand sanitizer has been removed from public areas as it has been shown to be less effective than hand washing.

The meeting ended at 1:50PM.

Notes submitted by Vicky Rank.

**Meeting Schedule:**
- Nov 20
- Dec 18
- Jan 22
- Feb 19
- Mar 19
- Apr 16
- May 21
- June 18