

**MUHLENBERG COLLEGE
SAFETY COMMITTEE MINUTES**

February 27, 2015

Life Sports Center

ATTENDING MEMBERS:

Jim Bolton, Beth Buechler, Jessica Bien Covell, Diane Dologite, Brynmarie Dorsey, Jason Feiertag, Dave Huber, Tracy Kline, Tim Korn, Mike Nemeth, Maryruth Olshefski, Bill Ruhe and Joseph Spirko.

MEMBERS ABSENT:

Damon Gelb, Brian Fidati, Merritt Jacob, Katherine Kressler, and Steve Nemes.

MINUTES:

Ms. Dologite made a motion to accept the minutes and Ms. Buechler seconded and was approved by the Committee.

ACCIDENT & INJURY REPORT:

Ms. Olshefski indicated that there was one claim since our last meeting and one claim remains open. For the most recent claim dated 2/17/15, Mr. Feiertag asked if there were any similarities in this individual's other claims for lower back. The employee's 2006 and 2010 injuries were from moving tables and injuring the lower back.

ACCIDENT & ILLNESS PREVENTION MANUAL:

Ms. Lakis came up with a list of recommendations for the emergency egress plan (see attached page) to view. Mr. Feiertag indicated that it would be good to incorporate this information at Staff Development Day.

BUILDING/GROUNDS INSPECTIONS:

Haas was done today and the labs are scheduled for next week while the students are on Spring break.

Mr. Fulton mentioned that cones have been placed on raised sidewalks. Fork lift training is scheduled for March 19th and March 26th. Mr. Fulton will continue to reach out to LCCC regarding lift training. It was mentioned to include Damon Gelb in this training effort.

RETURN TO WORK POLICY:

President's staff has approved the policy. Mr. Feiertag and Ms. Olshefski will create a job bank. Ms. Olshefski gave some ideas for jobs and asked members to forward the types of jobs their department could offer to employees released to modified, light duty and/or sedentary duty. It is important to try to place the employee in their own department, but if that isn't possible, then we would turn to the job bank.

ANNUAL TRAINING:

Mr. Feiertag sent out links to register for annual training with the PA Bureau of Workman's Compensation. The only open date was March 11th. A few members have registered for that date. Mr. Feiertag also mentioned that he will contact Anne Jackson, of RCM&D (replacing Clint Wevodau) to see if she is certified to provide this training to our committee.

OTHER BUSINESS:

Ms. Lakis got a quote from Simplex regarding audio notification in the music studio in the event of an alarm sounding. The order should be approved which will allow Simplex to get the room set up by next week at the earliest.

Ms. Dologite asked about getting blinds or shades for some labs especially if there is an active shooter on campus and felt that those labs were vulnerable. Ms. Lakis mentioned that she would ask Chief Fidati to speak to Chris Hooker-Haring about this matter.

Mr. Huber mentioned the possibility of having room numbers placed on windows for easy identification for fire/police.

Ms. Covell asked Ms. Lakis about panic buttons. Ms. Lakis indicated that they should be finished next week with testing the units.

NEXT MEETING:

March 20, 2015 – 9 A.M. – Life Sports Center 239

Respectfully submitted,

Maryruth Olsheski