

Safety Committee Minutes

May 16, 2018

Third Floor Conference Room

Attendees: Jon Blanchard, Pam Buck, Courtney Cyr-recorder, Bill Egeler, Beth Hummel, Bob Rice, Tom Richard, Trena Soucy, Mike Williams

Absent: Bob Collins, Tim Crowley, Fred Doody, Andrew Gagnon, George Gartley, Peter Goheen, Barry Ingraham, Lori Keith, Dottie Martin, Rob Ottaviano, Rick Taggett, Shari Ward

- I. Review minutes of April 18, 2018 meeting
 - a. Minutes were accepted and approved with the following changes
 - i. Bill Egeler and George Gartley were moved from absent to attendees
 - ii. Additions to VII. b.
 1. Security cameras are not monitored 24/7
 2. Areas that are monitored flash across security's screen
 - iii. Addition to VIII. c.
 1. It was noted that the term video surveillance means security cameras

New Business

- II. Incident reports since April 18, 2018 (Mike)
 - a. One employee incident
 - i. Twisted knee while directing traffic at graduation
 - ii. Safety committee recommends having additional help with parking/traffic at graduation
- III. Facilities update (Jon)
 - a. Tony Jones with MEMIC will be here on May 23rd for campus inspection
 - b. Work to replace electric panel in Snow Hall will happen on June 6th
 - i. Power disruption will occur on that end of campus from about 7:30 a.m. until work is done
 - ii. Will affect Residential Life, Aroostook Hall, Reed Dining Commons
 - c. Radon remediation is out to bid
 - d. Jon is constructing an annual report for the safety committee by reviewing agendas, minutes, and action items from the past year
 - i. If the committee has any suggestions (problems or successes) for the annual report forward them to Jon
- IV. SHAPE recertification
 - a. Last certification was good for two years which ends this fall
 - b. Need to start preparing for the recertification
- V. ADA concerns
 - a. Doors going into the lobby near the fitness center – there's a push button to get into the foyer from the outside, but nothing after that

- b. Doors open with a certain pressure and are not required to have automatic door openers
- c. If someone complains and they are unable to open the door due to physical limitations then you have an obligation to accommodate

Old Business

- VI. Action Item review
 - a. Safety training
 - i. Close to flipping the switch for the new system
 - b. Policy reviews
 - i. Only one outstanding
 - c. Security cameras
 - i. There is a need for cameras in the following areas:
 - 1. Gym
 - a. Can they be tied into the gym renovation project?
 - 2. Parking lots
 - a. At a previous meeting state police stated parking lots are a high priority
 - b. There is also an issue with lighting in the parking lots
 - 3. Labs and classrooms
 - 4. Residential Life

Round Table

- VII. Security has switched to summer hours, no coverage from midnight to 7 a.m.

Next meeting: Wednesday, June 20th at 10:00 a.m., Third Floor Conference Room