

**MUHLENBERG COLLEGE**  
**Safety Committee Meeting**

August 25, 2016

9:00 a.m.

Hoffman House

**ATTENDING MEMBERS:**

Beth Buechler, Jason Feiertag, , Katherine Kressler, Brenda Lakis, Michael Nemeth, Joseph Spirko, Jessica Bien Covell, Tracy Kline, Merritt Jacob, Diane Dologite, Stephanie Klatka

**MEMBERS ABSENT:**

William Ruhe, James Bolton, Brynmarie Dorsey, Stephen Nemes, Brett Fulton, Timothy Korn, Brian Fidati, Damon Gelb,

**MINUTES:**

Stephanie Klatka noted that Stephen Nemes was in last month's minutes as both "Attending Members" and "Members Absent." For the record, Stephen Nemes was in attendance at the July 29, 2016 meeting.

The minutes were approved by the Committee.

**CHEMICAL SPILL CONTROL PROCEDURES/TRAINING:**

Katherine Kressler brought in an amazing Spill Kit that included 2 sets of goggles, a set of latex-free gloves, spill pads, a bag for used spill pads labeled "Hazardous Waste" and instructions for using the Spill Kit (including phone numbers and people to call).

She summarized the instructions as, "Open the Spill Kit and throw on the spill pads."

The estimated cost for this Spill Kit is \$50.00. The committee will advise appropriate offices (Mail Room, Art Dept., Theatre and Building & Grounds), to purchase the Spill Kits. Katherine Kressler volunteered to provide training.

**ACCIDENT/INJURY REPORT:**

Stephanie Klatka reported one new incident and one open claim from 6/5/2015.

**BUILDING AND GROUNDS INSPECTIONS:**

Joseph Spirko, Brett Fulton, Timothy Korn inspected all of the freshmen dormitories, and all of the general areas of Ettinger, Moyer and New Science buildings.

Joseph Spirko suggested that he, Brett Fulton and Timothy Korn relieve James Bolton of this responsibility since he is now the Director of Plant Operations. Joseph Spirko will discuss the matter with James Bolton. The committee will take further action after Joseph Spirko reports at a subsequent committee meeting.

Brenda Lakies reported that the Fire Marshal had inspected the fire extinguishers, fire detectors, fire exits, extension cords throughout the campus and gave us a “Good” report. There were no violations.

**LIBERTY & 23<sup>RD</sup> STREET**

Brenda Lakis reported that this is an ongoing project.

**OTHER BUSINESS:**

Brenda Lakis announced that parking stickers are being distributed today.

Jessica Bien asked about swipe card access to the Phi Kappa Tau house.

Katherine Kressler will update the Hazardous Communication list.

Jason Feiertag reported that the Emergency Egress policy needs to be updated to include the Courts dormitories.

Elizabeth Buechler will ask Phedra Fishbein in the Office of Information Technology to include the minutes and updates for the Safety Committee.

Meeting adjourned at 9:55 a.m.

**NEXT MEETING:**

September 30, 2016, LSC 239, 9:00 a.m.

Respectfully Submitted,

Elizabeth Buechler