

# Community College of Philadelphia

## MEETING MINUTES

Safety Committee

2/15/2012

12:00pm Rm L1-09

Community College of Philadelphia

1700 Spring Garden St

Philadelphia, PA 19130

### Committee Members Present:

*Charles Schaffner, Al Kristoff, Jim Spiewak,, Harry Moore, Agnes Trummer, Carline Rucker*

### Guest Present:

*Ricardo Hilaire (AlliedBarton), Julian Fields (AlliedBarton)*

#### I. Call to Order

-The meeting was called to order at 12:05pm.

#### II. Attendance/Introductions

#### III. Minutes Approval

-Minutes approved

#### IV. Incident Review

A. 2012-00080 Student worker cuts hand on welcome center desk.

- Sharp cornered 90 degree angle edge.

-No pictures taken. A/M Hilaire inspected area, follow up with Harry Moore to grind edge.

B. 2012-00030 Escalator mishap students shoe stuck on escalator student manages to escape unharmed.

C. 2012-00021 Loading Dock incident, food contactor falls. Transported to Hahnemann

- May want to look into getting a lock system for lift to prevent slip and falls.

-Question raised was the lift misused by contractor.

D. 2012-00076 Fire

#### V. Old Business

A. Defensive Driving Class for college drivers

-Tabled

B. Ambulance Waivers

-Mishap reports revamped for acceptance or decline of emergency services.

-Incident involving foreign student submitting emergency service invoice to college

-Notify students/staff if EMS is called the college is not responsible

C. Phones for Vans

- Mail carrier can telephone is up and running. Phone is to be left in van.

D. Cameras and Phones in Pavillion

- Waiting for contractors to focus cameras.
- Determine where emergency red phones will be installed.
- Four phones, two on each floor Lobby, Restroom, faculty hall

E. Air quality Report

- Dust ceiling is not hazardous
- industrial fans have filter for air quality control
- No records of hazardous air dust
- Possibility of bringing in air quality contractor to reassure

F. Pay Phones

- Multiple students ask when is the college installing pay phones
- Unnecessary cost to college, pay phones are not used as much.
- Follow up with Bill in regards to, whether the college pays per call or not.

**VI. New Business**

- Ken Norwitz insurance broker in regards to best practices with other schools to give the college some insight on ideas.

**VII. Adjournment at 12:29pm**

- Motion Harry Moore
- 2<sup>nd</sup> Carline Rucker