

Community College of Philadelphia

MEETING MINUTES

Safety Committee

3/19/2014

12:00pm Rm L1-09

Community College of Philadelphia

1700 Spring Garden St

Philadelphia, PA 19130

Committee Members Present:

Charles Schaffner, Al Kristoff, Susan Hauck, Jim Spiewak, Ron Jackson, Joan Monroe, Harry Moore, Agnes Trummer, Jennifer Ford, Mary Ann Wagner-Graham

Guest Present:

Ricardo Hilaire (AlliedBarton), Ken Norwitz (Willis), Tom Bildheiser (Highmark)

I. Call to Order

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

II. Attendance/Introductions

III. Minutes Approval

-Correction: Under old business, correct name spelling *Kathy Harter*
-Minutes approved

IV. Incident Review

-Incidents classified by type from Feb 19th, 2014 – March 3rd, 2014 are as follows:
- Accident (Other) six total.
- Accident (Slip/Fall) five total.
- Accident (Motor Vehicle) one total.
- Medical Assist four total.

V. Old Business

- Equipment outside of the learning lab has been removed.
- Per Harry, biology labs are not equipped with emergency drains; typical design.
- Follow up meeting to be conducted with Linda Powell and Kathy Harden, on proper protocol including lab testing safety equipment, lab logs and lab rules.

VI. New Business

- Ken Norwitz – are preventative methods being taken into consideration for different incidents.
- Incident (00159) student hand closed in between the elevator doors. Has the elevator been inspected? Is the elevator sensor beam working properly?

-Tom Bildheiser: lost analysis conducted, so far this year (7/1/13-3/18/14) 22 claims have been reported. 12 were slip/falls and only 3 were related to snow/ice. Kudos to the facilities snow removal team.

- Health and safety checklist distributed: slips/falls claims are the root cause of cost (60%).

-No medical bills has been produced as of yet.

VII. Adjournment at 12:30p