

# Community College of Philadelphia

## MEETING MINUTES

Safety Committee

03/20/13

12:00pm Rm L1-09

Community College of Philadelphia

1700 Spring Garden St

Philadelphia, PA 19130

### Committee Members Present:

*Charles Schaffner, Susan Hauck, Agnes Trummer, Jim Spiewak, Tanya Brown, Jennifer Ford, Joan Monroe & Cyndy Walls.*

### Guest Present:

*Julian Fields (AlliedBarton)*

#### I. Call to Order

-The meeting was called to order at 12:08pm.

#### II. Attendance/Introductions

#### III. Minutes Approval

-Minutes approved (Charlie)

#### IV. Discussion of monthly incidents

#### V. Old Business

##### A. Air Quality

- Update on report on Air quality in the lobby and library. Harry Moore not available to respond.

#### VI. New Business

##### A. Alarms

- The fire alarm system is not very loud in the back part of the Bonnell building B128f. Charlie Schaffner reviewed the issue with the alarm system linkage between the Mint and Bonnell that was scheduled to be fixed.

##### B. 16<sup>th</sup> Street Auditorium Entrance

-Pavement is uneven.

##### C. Center on Disability area in the utility room the asphalt tile is coming up off of the floor.

*Response (Schaffner):* This was reported at the staff meeting on Tuesday and Craig is already aware and responding to the situation.

**D. Front Door of the Counseling Center locking mechanism not working properly.**

*Response (Schaffner):* John is on sabbatical secondary email was sent to Todd Jones who is taking his place in the interim. Problem is a mechanical one which has a temporary fix until parts can be ordered

**E. Counseling center doors are not ADA compliant.**

*Response (Schaffner):* Charlie Schaffner will take a look at the panel, the ADA non-compliant doors and report findings to Harry Moore. Mr. Spiewak is aware that there are some interior doors which are not ADA compliant

**F. Andrew Cole wants to do a walk-through safety inspection of the Bonnell building.**

*Response (Schaffner):* Have Andrew give Charlie Schaffner a call so he can set up an appointment on his calendar.

**VII. Adjournment at 12:34pm**