

Community College of Philadelphia

MEETING MINUTES

Safety Committee

6/18/2014

12:00pm Rm L1-09

Community College of Philadelphia

1700 Spring Garden St

Philadelphia, PA 19130

Committee Members Present:

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

Guest Present:

Ricardo Hilaire (AlliedBarton),

I. Call to Order

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

II. Attendance/Introductions

III. Minutes Approval

-Minutes approved

IV. Incident Review

-Incidents classified by type from May 5th, 2014 – June 18th, 2014 are as follows:

- Accident (Other) two total.
- Accident (Escalator Mishap) one total.
- Accident (Motor Vehicle) one total.
- Accident (Trip and fall) one total.
- Medical Assist three total.

V. Old Business

-What emergency procedures do our vendors have in place? Strong emphasis on the pavilion café what exactly is being shut down during an emergency evacuation/situation?

VI. New Business

- Briefed safety committee regarding May 28th emergency incident “Man with a gun on campus” this is our primary focus. Some problems occurred but many have already been addressed. Continued work to be done
- Per Mary Ann – during the “Man with a gun” emergency lab W3-39 did not have a phone. As of today, a phone has now been installed.

VII. **Adjournment at 12:45p**