

Beaufort County Community College
Health & Safety Committee Meeting Minutes
September 2, 2003
Revised Dec, 2003

Those attending the meeting were: Art Keehnle, Bill Smith, Jennifer Cuthrell, Mark Waters, Matthew Brown, Tracey Johnson, and Hal Swindell

Those absent were: Andy Andreoli, Carolyn Hughes, Bobby Williams, and Camille Richardson

Chairperson Hal Swindell opened the meeting with the reading of the minutes from May 20th. The motion was made to accept the minutes and seconded.

Sub-committee Reports

Personal Protective Equipment- In reference to the upcoming lead test on fire range instructors a motion was made and seconded to allow chemistry instructors, and other instructors who are exposed to lead, have the test.

Infectious Disease Control Program- Jennifer Cutrell plans a sub-committee meeting on October 7, 2003 at 1:00p.m. Some of the subjects to be discussed will be the revision of the Blood borne Pathogen policy for placement on the campus intranet. And also who will be responsible for stocking and replacing blood clean up kits

Disaster Preparedness/Recovery- Concerns were brought up about the lack of a fence around the drainage pond near building 10. A motion was made and seconded to recommend a fence be placed around the pond along with a danger sign to keep out trespassers.

Workplace Violence/Critical Incident- Hal is in the process of contacting agencies to develop a Incident counseling plan.

Chemical Hygiene/Hazard Communication- Art stated the chemical information has been placed on the campus intranet.

Information and Education/Drug and Alcohol Awareness- The SGA calendar has designated November 3rd to November 7th as Party Smart week. Jefferies Beer and Wine will give information on the consequences of drinking and driving.

Lockout/Tagout- Approved by administrative council and now in place.

OSHA News- Forklift training has been completed; There will be a switchboard training refresher course scheduled, Category 1 & 2 training for Bloodborne Pathogens will be scheduled, March and April will be set up for OSHA inspectors.

Old Business- There was no old business

New Business- A need to test the current PA systems was suggested. A motion was made and seconded to test the systems during each buildings evacuation drill.

Date of next meeting: December 2, 2003 12 noon

Adjournment

