In attendance:
Pablo Negron, Ron Beliveau, Janet Atwater, Kathy Cline, Wayne Deyo, Clem Campana, Peter Schaefer, Zack Yannone, Earther Quinones, Patty Watt

Absent:
Steve Hladio, Ernie Aurelia

New member:
Earther Quinones was introduced to the group as the student representative to the Safety Committee

Others present:
Phil White

Approval of minutes from last meeting

Minutes were approved.

Old Business

• Response to United Educators report
The remaining two areas where responses where needed (Athletics and Public Safety sections) were discussed. Patty will send a final draft committee response to all members for review before being issued.

The committee discussed the role of Public Safety in medical emergencies. All were in agreement that the Public Safety officer should be able to deliver first aid/CPR/AED assistance and/or call for an ambulance if necessary. The Health Office, which will receive emergency calls at the same time as Public Safety, can assist in determining if an ambulance is needed. Action can be taken at the scene by the Public Safety Officer, appropriate with their level of training, without staff from the Health Office being present at the scene. This recommendation will be put forward to College administration. A draft statement will be circulated to all the members by Patty for review and comment.

• H Parking Lot – Modification to Reduce Speeding
To reduce speeding around the blind spot at the north corner of the Cogan building, Phil White is proposing that the fenced-in courtyard be extended up to the parking row. The committee agreed that this would discourage speeding and increase safety by closing this traffic lane and eliminating the blind spot. Clem indicated that he would meet with Phil to review the work that would be required.
A draft recommendation to College administration will be circulated by Patty to all Safety Committee members for review before issuance.

- **Lack of Safe Walkways**
The committee discussed the concerns raised by a number of College staff pertaining to the potential hazards when walking from main campus to the Williams/Cogan buildings and from B and Q lots to campus buildings. All agreed that a recommendation should be made to College administration to consider options for constructing a pedestrian connector in these parking lots.

Wayne suggested that the recommendation also mention inclusion of pedestrian walkways in design and construction of new buildings and surface parking lots. A draft recommendation will be circulated to the committee members by Patty before issuance.

- **Safety Committee web page**
The written materials for the web page were previously reviewed by the committee. The final draft will be sent by Patty to the committee for approval and then forwarded to the web editor. This item is closed.

- **Power outages**
Procedures for what to do if trapped in an elevator during a power outage are being printed and will be posted in all elevators. The committee discussed other provisions and determined that the best long term solution would be a modification to the elevators to bring them safely to the ground floor and doors open in the event of an outage. This recommendation had been previously submitted to Physical Plant. Patty will follow up on the status.

- **Fire Extinguisher training**
Training classes were held and will continue on a periodic basis. This item is closed.

- **AED Program**
An article reminding people of the locations of AEDs appeared in the most recent issue of “Currents.” The committee discussed funding for maintenance and replacement of AEDs and determined that College administration should consider funding this initiative. A draft recommendation will be developed by Patty and circulated to members for review.

- **Handicap spaces in C lot**
This project has been budgeted by Physical Plant and scheduled for the spring.
This item can be tabled until Spring, 2005.

- Emergency Phones
  
  No update

Lab safety subcommittee and New Business tabled until next meeting.

Next meeting:  December 9, 2004

h:\Safety Committee\minutes\11-11-04