9/14/11 Attendees:

Employer Representatives
- Bryant Haley - Emergency Management Coordinator
- Mark Russell – Operations Manager, SMSU
- Todd Bauch- Student Development - Student Affairs
- David Hobbs- David Hobbs, Facilities & Planning
- Kristin Smith- Human Resources

Employee Representatives
- Lindsay Henderson- Biology - Liberal Arts & Sciences
- Jason Mitchell- Facilities

Issues Discussed:
The following items were brought up or discussed during the meeting. Each item is presented with some background information (narrative), Personnel Involved (department/personnel responsible), and Corrective Action (actions or recommendations made to address situation or problem)

Minutes Approved
Narrative: The Committee approved the September meeting minutes.

Personnel Involved: Safety Committee

Accident Review
Narrative: Kristin Smith discussed accidents reviews for the previous month. A life guard slipped in the ASRC and was put on modified duty. Non-slip floor mats were installed for a short-term remedy. There were three accidents with bike patrol within the past few months, officers have been advised to slow down when riding. Most of these injuries did not require a lot of time away from work and supervisors are utilizing modified work duties effectively.

Personnel Involved: Safety Committee

Mass E-mail for Campus Listserv
Narrative: Tabled for next month when David Fetter can attend.

Personnel Involved: All of Safety Committee.
SAIF Inc. Training

Narrative:
- Jason Mitchell discussed SAIF Inc. training at the upcoming benefits fair. A SAIF Inc. representative will be bringing informational resources to the benefits fair with a sign-in sheet for faculty/staff to sign-up for upcoming trainings. There are two available dates in October and the SAIF Inc. representative will be contacted for their preference.

Personnel Involved:
- All of Safety Committee.

Funding Request from FADM

Narrative:
- Mark Russell will make a recommendation to FADM that the costs to purchase thermo-sensitive ice indicator signs for the campus community should be borne by either FAP or the Safety Committee. FADM will make the final decision. Also, put in a funding request to have money available for space allocations for SAIF Inc. trainings at PSU; as well as, funding for transportation to SAIF Inc. trainings in Salem.

Personal Involved
- All of Safety Committee.

Website Maintenance

Narrative:
- Tabled until David Fetter can attend and discuss.

Personnel Involved:
- All of Safety Committee

Other Items

Ad Hoc Committee for Building Hours

Narrative:
- An ad-hoc committee will be formed to discuss building hours and the locking and unlocking procedures. Mark Russell will look into attending an Access control meeting to possible have them discuss building hours within that committee.