

Meeting Date: December 6, 2006
Location: Facilities Conference Room

Attending: Peter Pessiki, Robyn Herring, Betty McGovern, Joe Pollock, Darwin Eddy, Mike Kinley, Marshall Robinson, Matt Lebens, Nicole Allen, Susan Camp

The meeting was chaired by Peter Pessiki.

The following agenda items were discussed:

The minutes from November's meeting were approved.

Natural Gas Smell between Lab I and Lab II: The Action item from the November meeting was that all members would check out the site and report their impressions back. The issue is more about how long it has taken to get fixed as it was first noted after repair work in June 2006. Rich Davis is reported to be the project manager. It has been proposed that the gas supply be turned off until the situation is fixed. **Action item:** Peter will draft an email to Rich Davis and Marty _____ expressing concern and asking for feedback to the Health and Safety Committee. Robyn will perform some measurements to assess explosive risk and report back to the committee.

Recent Ice and Snow: There was a general discussion about the snow clean up and condition of the campus. Members noted problems with several walkways and Red Square. Complaints have been received about the Arts Annex, Lab 1 and 2 and the forest path to Parking Lot B. There was some speculation about a decrease in essential staff in Grounds and Facilities that may have interfered with clearing and sanding. **Action Item:** Robyn will follow up on these concerns and report back at the next meeting.

Review of Accident Reports for November 2006: There were 14 incidents reported. Two of those were related to falls on ice and Robyn expects 2 to 3 more that were ice related. One report was related to an MVA, which led to a discussion about the overall reduction in MVA incidents that may be due to a change to equipment with a lower center of gravity and better stability.

Holiday Decorations: Robyn will send out a holiday decoration Safety Guideline memo to staff and faculty as a reminder to all about what is acceptable.

Parking Lights: There was a discussion about lights in the bus loop and the fact that some lights are out in the parking lots. Robyn shared that all of the parking lot lights will be re-lamped soon. If any lights are out, please report to Police services by pole number.

Library Smell: During the cold weather there was a strong sewer smell in the library. An investigation revealed that there is a vent stack for the sewer line, which is near the grill for the elevator. The vent stack normally vents out but in really cold weather it apparently vents in. This was apparently a transient problem.

Parkway Progress: Robyn reports that the parkway is supposed to be paved on 12-7-06, have striping on 12-8-06 and be open by the weekend.

Next meeting: Wednesday, January 10, 2007, in the Facilities Conference Room (LAB II) from 1:00 to 3:00pm (or shorter)

Meeting adjourned at 2:00 pm

Minutes submitted by Susan Camp, 12-20-06