

DATE: October 13, 2021
 TO: Lafayette College Safety Committee Members
 FROM: Matt Hammerstone
 SUBJECT: **October 2021 Safety Committee Minutes**
 MEETING DATE: Wednesday, October 13, 2021
 MEETING TIME: 2:00 PM – 3:00 PM
 LOCATION: Public Safety – 901 Bushkill Drive and Google Meets

Sign-in Sheet (quorum 51%)					
Member	Initials	Member	Initials	Guest/Consultant	Initials
Don Brinker	Yes	Bob Meyer	Yes		
Matt Hammerstone (Chair)	Yes	Yvonne Noonan	No		
Karen Howell	Yes	Christine Oliver	Yes		
Justin Kutzman	Yes	Cindy Pursel (Vice Chair)	Yes		
Cristie Lazart	Yes	Grace Reynolds	No		
David Limas	No				

- I. Review of Prior Meeting Minutes: Reviewed 9/8/2021 Minutes
- II. Recommendations Made at Meeting Refer to Table 1 – Recommendations List
- III. Review of All Accidents, Incidents and Near Misses: Refer to Table 2 – Campus Accidents
- IV. Review Building Inspections Conducted: Refer to Table 3 – Building Inspections Conducted
- V. Review of New/Old Business: Refer to Table 4 – New/Old Business
- VI. Next Meeting: **Wednesday, November 10, 2021, 2:00 to 3:00 p.m. – Public Safety Office and Google Meet**

Table 1 – Recommendations List

#	Recommendation	Responsibility	Assigned Date	Completion Date	Status
10.1 - 2019	Consider developing a policy/procedures for building access that addresses service contractors.	Matt Hammerstone	10/9/2019		Preliminary meetings have been held and are ongoing to discuss scope of project.
3.1 - 2021	Consider purchasing a snow blower for custodians to use at South College and surrounding residence halls.	Cindy Pursel	3/10/2021		Facilities considering snow blower for South College. Will follow up during fall semester.
6.1 - 2021	Evaluate drainage from overhang at Sullivan Deck that is causing slippery conditions at southeast pedestrian entrance.	Matt Hammerstone	6/9/2021		The roof of the structure covering the stairwell will be repaired. Concrete steps will be repaired. Salt boxes will be placed near top and bottom of stairs. Signs will be posted warning of possible icy conditions.
10.1 - 2021	Consider installing bike storage rack near Pierce Street entrance to APK.	Karen Howell	10/13/2021		

Table 2 - Campus Accidents September 7, 2021 through October 10, 2021

INCIDENT DATE	DEPARTMENT	TASK	ACT	BUILDING	BODY PART	TYPE	CLASS
10/8/2021	Public Safety	Apprehending suspect	Officer and suspect fell to the ground and officer struck knee on concrete sidewalk.	Marquis Street – 200 Block	Right knee	Strain/contusion	Medical

Table 3 – Buildings Inspected

Building	Notes
Rockwell	FE in lab moved need to remount. Dining Services tables blocking eyewash and safety shower.
Bourger Varsity House	
Metzgar Fields	
Oechsle Global	
Pi Beta Phi	IAQ, emergency exit lights, emergency lighting, storage issues, GFCIs not working
Conway House	Twist and fill dispenser needed in boiler room

Building	Notes
Maroon Club	FE by exit door blocked
Fisher Field	
Feather House	
Farinon	
Colton Chapel	
Ramer History House	

Table 4 – New/Old Business

Item	New/Old	Notes
Geology Department field trip along Sullivan Road blocking one lane of traffic.	New	Field trip safety practices for working along Sullivan Road have been developed by the Geology Department that are consistent with PENNDOT regulations and procedures developed by other College departments that conduct similar work.
Storm water drainage on west side of Kamine Hall.	New	Exterior drain was repaired and storm water is now draining properly and not pooling near building.