

DATE: August 11, 2022
 TO: Lafayette College Safety Committee Members
 FROM: Matt Hammerstone
 SUBJECT: **August 2022 Safety Committee Minutes**
 MEETING DATE: Wednesday, August 10, 2022
 MEETING TIME: 2:00 PM – 3:00 PM
 LOCATION: Public Safety – 901 Bushkill Drive and Google Meet

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

- I. Review of Prior Meeting Minutes: Reviewed 7/13/2022 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, September 14, 2022, 2:00 to 3:00 p.m. – Public Safety Office and Google Meet

Table 1 – Recommendations List

| # | Recommendation | Responsibility | Assigned Date | Completion Date | Status |
|------------|--|----------------|---------------|-----------------|---|
| 4.1 - 2022 | Investigate fire alarm/response for APK 328. | Bob Meyer | 4/13/2022 | | Conducted test of the fire alarm system in APK on 5/31/2022. A contractor from Johnson Controls evaluated the system on 6/17/2022. The system cannot be updated with additional speakers and strobes without replacing the current panel. |

Table 2 - Campus Accidents July 10, 2022 through August 8, 2022

| INCIDENT DATE | DEPARTMENT | TASK | ACT | BUILDING | BODY PART | TYPE | CLASS |
|---------------|------------|-------------------------------|---|-------------------|------------|------------|---------|
| 7/11/2022 | Custodial | Cleaning off campus houses | Kneeling and lifting furniture to clean, strained knee | Off campus houses | Left knee | Strain | Report |
| 7/19/2022 | Custodial | Cleaning resident hall | Struck by falling vase while cleaning shelves | Pi Beta Phi | Left thumb | Contusion | Medical |
| 7/13/2022 | LaFarm | Raking, loading and unloading | Struck head in various ways while performing farm duties | Metzgar Fields | Head | Concussion | Medical |
| 8/5/2022 | Theater | Setting up theater seating | Sprained ankle while stepping from bottom level of seating to floor | Buck Hall | Left ankle | Sprain | Medical |

Table 3 – Buildings Inspected

| Building | Notes |
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| Building | Notes |
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Table 4 – New/Old Business

| Item | New/Old | Notes |
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