

DATE: September 15, 2022  
 TO: Lafayette College Safety Committee Members  
 FROM: Matt Hammerstone  
 SUBJECT: **September 2022 Safety Committee Minutes**  
 MEETING DATE: Wednesday, September 14, 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	Ryan Snyder	
Don Brinker	No	Bob Meyer	Yes		
Brittany Clouser	Yes	Christine Oliver	Yes		
Matt Hammerstone (Chair)	Yes	Cindy Pursel (Vice Chair)	Yes		
Karen Howell	Yes	Grace Reynolds	No		
Justin Kutzman	Yes				

- I. Review of Prior Meeting Minutes: Reviewed 8/10/2022 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, October 12, 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 August 8, 2022 through September 9, 2022**

INCIDENT DATE	DEPARTMENT	TASK	ACT	BUILDING	BODY PART	TYPE	CLASS
8/19/2022	Public Safety	Capturing a bat	Strained thumb while swinging butterfly net to catch bat	Simon Center	Left thumb	Strain	Medical
8/23/2022	General Trades	Removing window air conditioner	Reaching/lifting AC from window	718 Hamilton Street	Abdomen	Strain	Report only
8/23/2022	Residence Life	Opening floor to ceiling room divider	Struck toe while pulling door/room divider	Farinon Center	Left big toe	contusion	Medical
8/1/2022	Government and Law	Office work	Awkward workstation setup/posture	Ramer History House	Neck	Strain	Medical
9/1/2022	Custodial	Moving pole vault pit	Walking backwards pulling pole vault pit, dolly wheeled over foot	APK	Right foot	Contusion	Report only

**Table 3 – Buildings Inspected**

Building	Notes
McKelvy	

Building	Notes

**Table 4 – New/Old Business**

Item	New/Old	Notes
Slips, trips, and falls	New	Dining Services employee fell and injured her ankle at Marquis loading dock.
Review with Athletics location and moving of pole vault pit	New	Goal is to limit turns, obstacles, and number of times it needs to be moved.
Glucose tubes for first aid kits for diabetic emergencies	New	