

DATE: April 13, 2023
 TO: Lafayette College Safety Committee Members
 FROM: Matt Hammerstone
 SUBJECT: **April 2023 Safety Committee Minutes**
 MEETING DATE: Wednesday, April 12, 2023
 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	Yes
Don Brinker	Yes	Bob Meyer	Yes	Geoff Labe	Yes
Brittany Clouser	Yes	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 3/8/2023 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, May 10, 2023, 2:00 to 3:00 p.m. – Public Safety Office and Google Meet

Table 1 – Recommendations List

#	Recommendation	Responsibility	Assigned Date	Completion Date	Status
2.1 - 2023	Determine whether the basement of 421 Hamilton Street can be used as a workshop for the Print Studio.	Matt Hammerstone	2/8/2023	4/7/2023	Basement can be used for storage and temporary workshop. No students are allowed and access must be restricted.

Table 2 - Campus Accidents March 6, 2023 through April 8, 2023

INCIDENT DATE	DEPARTMENT	TASK	ACT	BUILDING	BODY PART	TYPE	CLASS
3/23/2023	Steam Plant	Entering west door to Steam Plant	Employee tripped over a short screen that was placed in the doorway and fell while walking through west door.	Steam Plant	Left side, ribs, and hip	Contusions	Medical

Table 3 – Buildings Inspected

Building	Notes
Maroon Club	
Fisher Field	
Bourger Varsity	
Ramer Hall	No dispenser for concentrated 3M cleaning products. Storage/used light bulbs in custodial closet.
Farber Hall	Water damage around light fixture on exterior overhang. Water-stained ceiling tile in 3 rd floor hallway.
Kirby Civil Rights	
Colton Chapel	

Building	Notes
Simon Center	
Hogg Hall	
Lavender Lane (2 West)	
Phi Kappa Psi	Inspected with Easton Health and Code officials.
DKE	Inspected with Easton Health and Code officials.
DU (PT Farinon)	Inspected with Easton Health and Code officials.
Chi Phi (4 West)	Inspected with Easton Health and Code officials.
Zeta Psi	Inspected with Easton Health and Code officials.

Table 4 – New/Old Business

Item	New/Old	Notes
Parking concerns around McCartney and Clinton intersection	Old	Curbs have been painted yellow.
Surplus pandemic supplies (wipes, hand sanitizer, etc.)	New	According to Purchasing Department, FEMA rules state that pandemic supplies cannot be donated to outside organizations. Attached is a list of supplies available for College use.
Two contractor slip/trip incidents reported in Farinon related to ground floor construction activities.	New	Contractor slipped on spilled relish in hallway leading to loading dock and a delivery driver tripped and fell while trying to step over construction supplies. Working with Dining Services and construction team to keep loading dock and hallways clear.
What is current College policy for non-emergency transportation of injured students?	New	For example, if a student is injured at the Rec Center, what options are available for transport to residence.