

**York County Community College
Health and Safety Committee Minutes
Thursday, March 15, 2012**

In attendance: Maria Niswonger, Diane Dense, Joy Locher, Dana Petersen, Nancy Phythyon, Annette Tanguay,

Absent: Gerrie Delaney

Recorder: Nancy Phythyon

The meeting was called to order at 1:00 PM by Maria Niswonger, Chair.

The minutes from the 2/16/12 meeting were reviewed. Motion for approval was made by Joy Locher and seconded by Diane Dense. The minutes were approved as written.

Today's agenda was reviewed. Motion for approval was made by Diane Dense and seconded by Annette Tanguay. The agenda was approved as submitted.

Old Business:

Lactation and Wellness Room Updates: Maria reported that the Lactation Room area will be completed during Summer Break. The Wellness Room proposal was deferred at this time due to College Counsel's concerns re: the liability of having an unsupervised sharps container in the proposed area. During President Lyon's discussion with Maria he indicated that the need for a wellness area would be kept in mind as the plans for a new building advance. Discussion re: the issue of sharps in the regular trash was heard.

Health and Safety Bylaw Revision update: Maria noted that the College Council By-Laws have been amended so that the recorder for all standing committees will be a volunteer. In order that the Health and Safety Committee Bylaws be in synchronization with the College Council Bylaws, Maria will submit the following change of the Health and Safety Committee Bylaws Article V: Section 2 to College Council on 1/3/12: The recorder for the Health and Safety Committee may be a volunteer. *In the event that there is no volunteer, a recorder will be appointed by the senior administrator for the operational area. The recorder will take accurate minutes of committee meetings and will publish approved minutes to the committee webpage. The recorder will also maintain the committee's binder of print and electronic documents.* Annette Tanguay moved to accept the change, Dana Petersen seconded the motion. All members approved.

Visa Accommodation for disabled students: Maria reported that Paula Gagnon, Corinne Kowpak and the Disabilities Office will work to revise the language for accompanying students with disabilities from the building in the event of an emergency.

Chemical Laboratory Safety: Maria reported that the college does not officially have a safety officer. Safety issues are handled by Ellen Harford in HR, Dana Petersen in Facilities, Paula Gagnon in Academic Affairs and Corinne Kowpak in Student Affairs. Maria reiterated that chemical Lab safety is a concern, especially storage and disposal of chemicals.

Dana shared information re: a model for safety training that can be done in short modules with questions at the end to document learning. He will be sharing this information with the Human Resources Department.

New Business:

Water leaks/red cones: Diane stated that recently there were no red cones present in the hall during the repair of a water leak. Dana stated that his staff has been reminded about the placement of red cones for safety.

Announcement: The next meeting will occur on Thursday, April 26, 2012. This is a change to accommodate Spring Break scheduling.

Adjournment: Joy Locher made a motion for adjournment. Diane Dense seconded. The motion was unanimously approved.