

**York County Community College  
Health and Safety Committee Meeting Minutes  
Thursday, November 18, 2010**

**In attendance:** Maria Niswonger, Gerrie Delaney, Annette Tanguay, Nancy Phythyon

**Absent:** Don Ayers, Bryan Carpenter, Deb Dumond

**Recorder:** Maria Niswonger

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

The minutes from the 10/21/10 meeting were reviewed. Gerrie motioned to accept the minutes. Annette seconded. All approved.

Today's agenda was approved.

**Old Business:**

1. Lactation Policy update from Maria. Maria was not able to present this at the last College Council meeting because the agenda was too full. Maria will present it on December 6.
2. Tobacco-free Campus Policy update from Maria. This is being investigated by President Charlie Lyons. It turns out that tobacco-free campuses are easier to manage in urban areas where employees and students can walk across a street to smoke. In a rural area such as our campus, it is difficult to enforce a tobacco-free policy. Charlie will give an update at the next College Council on Dec 6.
3. Fire Drill update from Facilities. A Facilities representative was not present to offer any update.

**New Business:**

1. Emergency Communication Plan update from Maria. Maria received an electronic copy of the plan from Nancy Drouin. The plan is covered extensively during new student orientation. It will be available on the YCCC website. Nancy is thinking about how to update employees on a regular basis about the plan. There is no plan to reinstall the Emergency booklets in each classroom.
2. Culinary Lab emergency exits. It was reported to Chair Maria Niswonger on October 21 that the rear exit to the Culinary lab was blocked by trash cans. Maria spoke to the Culinary faculty member who agreed to make sure the exit is always free from obstruction.
3. Wellness Award- It is unclear how the \$500 "Choose to be Healthy" award from the York Hospital Community Health Promotion should be used, and who should be responsible for the programming. Discussion tabled until the next meeting until more members were present.

**Announcements:**

1. Maria said that Mary Cook of Maine Health Partners is on campus today for the Great American Smokeout. Educational materials are available outside the cafeteria.

**Adjournment:** Nancy motioned to end the meeting at 2:15pm. Gerrie seconded. All approved.