Memo to: Safety Committee

From: Suna Stone-McMasters and Pat Gagnon, Co-Chairs

Subject: Safety Committee Meeting Summary, Monday, January 12, 2015
Student Center Room 336, 2:00-3:00 PM

Present: Nancy Alessi, Cindy Atkins, Kasarian Dane, Patrick Gagnon, Jim Kozsan, Jill Pflugheber, William Ritchie, Marsha Sawyer, Theresa Simoni, Suna Stone-McMasters

**Old Business:**

1. Jim Kozsan will schedule a meeting with Dan Seaman and Theresa Simoni to discuss implications of installing LED fixtures with National Grid and current status of lighting positions. Suna Stone-McMasters heard back from Jody Nolan of RIT (Rochester Institute of Technology) and has forwarded the name of the engineer that helped solve a problem with pedestrian and traffic safety to Jim Kozsan. Action item: field trip to observe Clarkson University’s LED lighting on Route 56 in Potsdam.

2. Suna Stone-McMasters reported that GIS/GPS Technician Dakota Casserly has collected GPS coordinates for building entrances. He will meet with Pat Gagnon to make final corrections so they can be provided to the St. Lawrence County Emergency Management Office.

3. Kasarian Dane did not observe installation of a damper or refractory brick replacement during the winter break. Suna will contact the Heating Plant manager, Rick Scott, to inquire about the status of these items.

4. Pat Gagnon spoke about a proposal to include SLU’s Advisory Committee on Campus Security in the charge of the Safety Committee. The advantage is that the Safety Committee already exists, meets regularly and a subcommittee composed as required by Article 129-A of NYS Education Law (Regulation of Conduct on Campus and Other College Property Used for Educational Purposes) §6431 could conduct an annual review of six categories of security-related policies and procedures. Committee members expressed concern that additional training in Article 129-A would be needed to perform this function. Members will review the materials provided by Mr. Gagnon and decide at the February meeting whether or not to accept the additional charge. At least one more faculty member will be needed to form the Advisory Committee on Campus Security.

5. At least one more faculty member will be needed on the Safety Committee to form the Advisory Committee on Campus Security.

6. No accident/injury/incident reports were reviewed.

7. Theresa Simoni reported that Facilities received information on the towing capacity of the Equestrian Team vehicle, and that it is rated to haul the loaded trailer.
8. Theresa Simoni reported that Senior Staff denied a request from Dr. Peter Bailey to allow campus-sanctioned camping at the Sandbanks.

New Business:

1. Pat Gagnon (?) reported that the Senior Week Committee (?) has proposed holding a sanctioned bonfire on campus. Students are working with staff to find a location that is close enough for access by firefighting equipment and on a surface that will not be damaged by heat. Once a location has been proposed, approval will be sought from the Code Enforcement Officer and the chief of Canton Fire & Rescue. Theresa will check on insurance requirements and approval.

2. Theresa reported that results from an insurance inspection of the Facilities Operations locations one month ago were very good, and the inspector commented that the gymnasium is the cleanest they have seen. The insurance company has asked St. Lawrence University to name and add road signs to the campus roads, assign street addresses to all campus buildings and place building name signs on buildings. Theresa will present this proposal to Joseph Manory who can forward it to Senior Management. The University has a sign committee that may also need to weigh in.

3. Marsha Sawyer reported that the walkway from Whitman Annex to Parking Lot B continues to have a slip/fall hazard due to ice and pooling water. Jim will follow up regarding maintenance.

Tabled:

- Addition of a crosswalk on Park St. at KDS pending capital funding as requested by Marcus Sherburne has been tabled until March.

Future Meetings
Meetings will be held in the student center, room 336 on February 9, March 9, April 13 and May 11th. If you have any safety issues you would like added to the agenda, please forward to Suna Stone-McMasters 315-229-5105 or Pat Gagnon by the Monday prior to the meeting date.