SAFETY COMMITTEE MINUTES
Nov. 13, 2014

Present:  Rick DuVall, Bumsoo Han, Mike Logan, Bob Lucht, Peter Meckl, Marty Mlynarik, Becky Schumm, Justin Seipel, Mike Sherwood, John Starkey, Nathan Toner, Justin Weibel

Absent:  Bobbie Riley

1. Approve Minutes from Oct. 9, 2014 Meeting

2. Provide Some Updates:
   a) Eyewash drains:
   Rick DuVall has installed drains in all ME locations and tested all eyewashes and showers. The plan is to test these monthly.
   b) Machine shop safety training:
   John Starkey and his TA for ME 463 are developing training videos for main machines. They have a new camera to take videos on several machines, which they will edit. They are also preparing sample quiz questions.
   c) June 2014 ME REM Inspection:
   A total of 58 deficiencies were identified and most of these have been rectified. Rick DuVall contacted Jim Schweitzer at REM to see how to handle cases where several faculty share a lab space. The door posting for each lab should clearly identify the location of the binder that contains the hazard assessment for each faculty lab area.

3. Discuss Building Emergency Plan Summary:
   Marty Mlynarik went over his summary of the ME BEP presentation. Comments from the committee will be incorporated into a revised version.
   Also, some committee members commented that it might be useful to have a simulated drill to practice emergency preparedness, or add links to pertinent videos showing how to respond to emergencies. Several of these are available through the Purdue Emergency Preparedness Office.
   Another recommendation is to let students know that maps showing emergency egress and shelter areas are posted in classrooms and hallways.

4. Discuss Emergency Procedures During Shelter-in-Place:
   Some time back, the committee agreed to put in place a policy of locking all interior doors during a shelter-in-place emergency. The question remains how to trigger this procedure. Some options are to install a swipe door lock with keypad or install a panic button. This topic will be discussed again at another Safety Committee meeting.

5. Schedule Next Meeting: Next meeting will be on Dec. 11, 2014 at 10:30 am.