SAFETY COMMITTEE MINUTES
Feb. 19, 2015

Present: Rick DuVall, Steve Florence, Mike Logan, Bob Lucht, Peter Meckl, Marty Mlynarik, Bobbie Riley, Justin Seipel, Mike Sherwood, John Starkey

Absent: Bumsoo Han, Becky Schumm, Nathan Toner, Justin Weibel

1. Approve Minutes from Jan. 22, 2015 Meeting

2. Discuss AED Training:
   At the Feb. 13 College of Engineering Safety Committee meeting, Lt. Guerra gave a presentation on the use of Automated External Defibrillators or AEDs. He also offered to provide short training sessions for individual departments.
   ME has a fair number of AEDs in the building. Each AED has two adult pads and one child pad. These are inspected quarterly.
   The committee was asked whether it might be useful to provide information to ME occupants on how AEDs are used, to remove the “fear of the unknown.”
   The committee was generally favorable to the idea of offering such a training session, open to faculty, staff, and grad students. Peter Meckl will check interest from these groups to see if such a session would be worthwhile.

3. Review Safety Indemnification Results from Feb. 12:
   The faculty and staff turned in a total of 70 self-audit forms. At the REM inspection, a total of 14 researchers were cited with deficiencies. Common deficiencies included:
   - poor housekeeping
   - incomplete training records
   - obstructed aisles
   - daisy-chained electrical cords
   - improper chemical labeling
   An action item for the School was to post all ME Safety Committee minutes on the web. This has been done. Mike Logan raised the question as to whether these should be limited to being viewed only by Purdue-affiliated personnel. Peter Meckl will ask Jim Schweitzer whether any restrictions apply on making these minutes available to the public as regards security and safety.

4. Discuss Building Emergency Plan Certification Process:
   The committee voted on and passed a motion that, in future, new faculty, staff, and grad students must first pass an on-line BEP Certification before they are issued keys. An on-line presentation will be available, along with an on-line quiz that must be successfully completed. This will be handled by ITaP in the same way that the FERPA certification process is implemented.
   New faculty, staff, and grad students can print screen their confirmation page and bring it with them when they go to get their keys. (Alternatively, this information could be pulled directly from ITaP, if such a mechanism exists.)
   A goal is to pilot this new process in summer 2015.
   So far, the presentation is ready, but the quiz questions still need to be finalized.

5. Schedule Next Meeting: Next meeting will be on Mar. 26, 2015 at 10:30 am. (Meeting was rescheduled for Apr. 2, 2015).