

DAS Safety and Health Committee Summary

Date: January 13, 2010
Time: 10-11:00 AM
Location: Hoover, Level A, Conf. Room 4

Continuing Business:

1. Safety inspections the week of January 18 Quarterly inspection of the offices, custodial closets, grounds shop, construction shop and the energy plant will occur.
2. Emergency Shelter Maps at Hoover The Emergency Shelter Maps in Hoover have not been updated. Barb Bendon is updating the Emergency Shelter Maps for Hoover and all the buildings on the complex. The locations of the Evac chairs and Automatic Electronic Defibrillators need to be added to the maps too. Dave Phillips will check with Barb on progress.
3. Backboards for Capitol complex buildings
The need to obtain the backboards from Homeland Security and then install them in the complex buildings was discussed. Dave Phillips will obtain them and then work with the GSE Construction shop and building coordinators on this project.
4. AED battery and electrode replacement
At the meeting it was undetermined how replacement batteries and electrodes for the AEDs on the Capitol complex would be purchased. Following the meeting, it was determined that DAS would buy these. Dave Phillips will buy and replace, as necessary.

New Business:

1. DAS Safety Committee Representation from HRE
Susan Churchill will be the new representative for HRE. Colleen Jones will be her back-up.
2. Court Avenue crosswalks
The need to encourage people to push the crosswalk button to alert traffic to pedestrian traffic was discussed. After the meeting, Julie Marasco contacted Laura Riordan about the matter. Laura plans to put an article and picture in the First Friday Edition newsletter in February.
3. Fire extinguishers and AED at "603 12th Street" (Mercy Capitol)
Fire extinguishers are in place at 603 12th Street. The State Fire Marshall will do an inspection soon and will advise on necessary corrective actions. Dave Phillips will check on the best location for an AED at 603 12th Street.
4. DAS Incident / Hazard Reporting Forms
No safety HP Service Tickets were generated since the last committee meeting.

Future meetings will be held the second Wednesday of each month from 10:00 to 11:00 AM at Hoover, level A, Conference Room 4 as follows:

February 10, 2010
 March 10, 2010
 April 14, 2010
 May 12, 2010
 June 9, 2010
 July 14, 2010
 August 11, 2010
 September 8, 2010
 October 13, 2010
 November 10, 2010
 December 8, 2010

Attendance	2010		2009										Cum.
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Susan Churchill – HRE													
Julie Marasco – SAE	1	1	1	1	1	1	1	1	1	1	1	0	11
Marianne Mickelson – ITE	1	0	1	1	1	1	1	0	1	1	1	1	10
Chris McNeeley (AFSCME) – GSE/ CCM	0	0	1	1	*	1	1	0	0	0	1	1	6
Jeannie Adams – CORE	1										1	1	3
Dave Phillips – GSE/ Safety	1	1	1	1	1	1	1	1	1	1	1	1	12
Doug Reed – GSE/ Purch.	0	1	1	1	1	0	1	0	1	1	*	*	7
Tim Young – GSE/ Fleet	1	1	1	1	1	1	1	1	1	1	1	1	12
Steve Cotter (AFSCME) – GSE/ CCM	0										1	1	2

* Excused

Adjournment: Meeting was adjourned at 10:50 am.