

# CAMPUS SAFETY COMMITTEE

## *Meeting Minutes*

May 11, 2023 at 2:30 pm in CPB-135

**Attendees:** Eric Byers (co-chair), Harald Jazdziewski (co-chair), Louise Bird, Jason Buhrman, Jennifer Childs, RJ Lushbaugh

**Excused:** Michele Blash, Ramses Coly, Beth Kirkpatrick, Margaret Yaukey

Chief Byers provided a summary of the committee's progress:

- Hazard Communication Plan created and going before Board of Trustees for approval
- Chemicals identified on campus
- Software vendor selected, program purchased, chemicals entered
- Labeling of chemicals
- Safety Data Sheets (SDS) will be easily accessible by phone (free app) or webpage (<https://www.hagerstowncc.edu/hcc-campus-police-security>)
- Each department will house master file of various chemicals
- Hazardous material question has been added to the HCC purchase requisition form
- Presentation of software will occur
- Hazmat training will occur yearly

Since the Campus Safety Committee pertains to policies, consideration will be given to having monthly, open forum meetings to discuss safety concerns on campus.