



M E M O R A N D U M

To: Professor Schick

From: G. Scott Anderson

Date: November 12, 2010

Subject: Facilities Report

The committee met on October 6, 2010 at 3:30 PM in room S-750j. All committee members were present.

The committee reviewed the previous meeting of the college council committee activities report dated, May 24, 2010. The new items discussed were:

1. Pest Response Protocol

In response to several complaints of bug bites and alleged bed bug sightings, the college has kept a log of locations and dates of any such complaints. The committee was informed of the response protocol which involves inspection, steam-cleaning and pesticide applications immediately upon receiving any such complaints.

- The committee suggested that information and links related to this and other staff and student safety and health issues be included on the college's Web page.

2. Roof and Photovoltaic Project

The committee received a report on the timeline for these two projects which are expected to take between 20 and 24 months to complete.

- The committee expressed its interest in being involved in the college's efforts to increase sustainability awareness throughout the college community.

3. Evacuation Drills at Murray

In response to several requests, the college is requesting that the landlord of Murray Street permit the college to do a full evacuation using the staircase. This would mean an evacuation that empties completely onto the sidewalk, all the floors BMCC leases.

4. Local Law 11 is expected to be completed by January 15, 2011.

5. Lab and Clinical Practicum Accidents

The committee was made aware of an accident in a class involving a needle prick. The most disturbing aspect was the delay in reporting the incident. The college's EHS officer will follow-up with the nursing and allied health programs to stress the need for immediate accident reporting.

- Related, it was pointed out that the college needed to make sure the Sharps can remain inside the Nurse's office prior to pickup and collection.

6. Repair and maintenance items the committee discussed several items regarding general conditions and repairs within the Chambers Street building.

The college will increase its efforts to inform the community about reporting items that need attention whether safety or maintenance related. In addition, the rollout for the work ticket system will be publicized.

Other issues raised were: trash cans used to prop doors open; green lights on the magnetic locks; and missing ceiling tiles.

Public safety day

The committee was informed of the scheduling of the next public safety day and the vendors and exhibitions that will be present. In addition to FDNY, NYPD there will be IT staff available to help students download and install free antivirus software for their personal laptops.

The next meeting of the committee will be scheduled for December 1, 2010.