

PSU SAFETY COMMITTEE



September 1, 2017

PURPOSE:

The purpose of this report is to compile all actions and recommendations of the Safety Committee for the 2017 fiscal year.

MEMBERS:

EMPLOYER REPRESENTATIVES

Felita Singleton – Veteran’s Resource Center, Committee Chair, April 2017 - present

Mark Russell – Smith Memorial Student Union

Karen Kraus - Human Resources

Todd Bauch – Campus Recreation

Heather Randol – Environmental Health & Safety

Craig Whitten – Campus Public Safety Office

Karen Barnack – Environmental Health & Safety

EMPLOYEE REPRESENTATIVES

Tom Bennett – Civil & Environmental Engineering

Lindsay Henderson –Biology

Krystal Tanner – Transportation and Parking Services, Chair, July 2016 – April 2017

Peter Dusicka – Civil and Environmental Engineering

David Fetter – Office of Information Technology

Carey Gibbar – Facilities & Property Management

AD HOC MEMBERS AND ATTENDEES

Jon Davis – Environmental Health & Safety

REVIEW OF GOALS FOR FY 2017 (FROM ANNUAL REPORT FOR FY 2016):

IDENTIFY NEW CPSO REPRESENTATIVE

Craig Whitten joined the Committee to represent CPSO and to attend and advise Committee meetings to replace the previous representative, who left PSU.

REINSTITUTE CAMPUS WIDE TRAININGS

The Committee was allocated \$10,000 to conduct CPR/AED and First Aid training for staff across campus during FY2014. The Committee still has some funds remaining from this allocation and planned to reinstate the campus wide CPR trainings in FY 2017.

Due to staff vacancies in Environmental Health & Safety (EHS) for much of this fiscal year, including the position of safety training coordinator, CPR training was limited primarily to Facilities and Capital Projects staff and was not funded through the \$10,000 fund noted above.

IDENTIFY NEW TRAININGS

The Committee identified Slips, Trips and Falls (STF) as a primary type of injury on campus. Rather than traditional training sessions, the Committee is overseeing the development of web-based outreach, including an STF video and assessment checklist on the EHS webpage, and outreach at campus events to educate the campus community on STF prevention.

A secondary training goal for 2017 was to enhance safety training for students outside Facilities and Property Management (FPM) and Capital Projects and Construction (CPC). Some targeted efforts in this regard are being initiated by EHS, including Hazard Communication training for student workers at Campus Rec.

WORK WITH CAMPUS CHILDCARE FACILITIES TO PREVENT FUTURE ACCIDENTS

Due to a high number of accidents for childcare workers in 2015-2016, the Committee and EHS brought in a trainer from SAIF to talk about safety awareness generally and safe lifting specifically at an all-staff meeting at Helen Gordon in August of 2016.

PROPOSE A MECHANISM FOR REPORTING “NEAR MISS” ACCIDENTS

Near miss reporting is occurring primarily in FPM and CPC with close EHS involvement. Near misses in these departments are discussed in the Facilities and Construction Safety Committee meetings. A campuswide program for reporting near misses has not yet been implemented.

ADDITIONAL ACCOMPLISHMENTS FROM FY 2017:

QUARTERLY INSPECTIONS

Implemented in FY13, the Committee has finished its fifth consecutive year of quarterly building inspections as required by OSHA. Buildings inspected this fiscal year include:

- Neuberger Hall – computer lab, 3D design room, painting studio 275, drawing room, printmaking studio
- Ondine Hall – kitchen, Victor’s dining area, second floor classrooms, offices, custodial, mechanical
- Shattuck Hall – Materials Lab
- Smith Memorial Student Union – basement kitchen, OIT department

INCLEMENT WEATHER

The Committee prepared a memo to Emergency Management and Risk Management detailing concerns and considerations for PSU’s response to inclement weather and related closure policies.

NEW CHAIRPERSON ELECTED

The previous Chair’s two-year term ended in June 2016, and Krystal Tanner was elected to Chair the Committee. Krystal left PSU in May 2017, however, and in April 2017 the Committee elected Felita Singleton to serve the remainder of the two-year term.

SAFETY COMMITTEE TRAINING

Several Committee members attended the City of Portland Safety Committee Conference in October 2016. The new Chair received hazard identification and accident/incident investigation training from EHS in June 2017.

CHALLENGES FOR FY2017:

NEW PERSONNEL

The Committee made multiple attempts to recruit a new representative from Fine Arts to replace the current appointee, who has an ongoing conflict with the designated Safety Committee meeting schedule. The Committee was unable to recruit a replacement.

GOALS AND RECOMMENDATIONS FOR 2018

CHARTER REVIEW

The Safety Committee Charter includes provisions for review of the document every two years. The last review was completed in the Fall of 2015, thus the Committee plans to review the Charter this Fall.

TRAIN SAFETY COMMITTEE MEMBERS

Oregon OSHA and the Campus Safety Committee Charter require that Safety Committee members be trained in hazard identification and the principles of accident and incident investigations. The most recent trainings have been provided by SAIF (Incident Root Cause Analysis) in February of 2014, and Scott Jaqua in EHS (Hazard Recognition) in October 2015. Training on both topics is recommended for FY2018, as several new members have joined the committee.

RECRUIT NEW MEMBERS

Several members left in FY2017 and the beginning of FY2018, and while new members have been recruited, the Committee has experienced a net loss in members. In addition, more unrepresented staff routinely participate than represented staff. Oregon OSHA regulations state that membership must include at least as many represented/union staff as unrepresented staff. Attendance among some members has been inconsistent, which may indicate a need to find replacements.

The Committee Chair and EHS will work together to recruit new members and clarify attendance expectations for FY2018.

OUTREACH

EHS has the following outreach activities planned for FY2018 where campus safety programs, including the Safety Committee, will be promoted.

EVENT	DATE	DESCRIPTION
New Employee Briefing	Ongoing	EHS provided slides to HR regarding EHS programs and emergency evacuations
Party in the Park	September 28, 2017	EHS and Emergency Management to share a table promoting safety and emergency preparedness
Fire Prevention Week	October 8 – 14, 2017	EHS planning campus fire safety awareness events in conjunction with Portland Fire and Rescue
Benefits Fair	October 20, 2017	EHS and Safety Committee members to staff a table next to SAIF Corporation to promote safety programs
Safety Break for Oregon	May 2018	Safety appreciation and awards event for FPM and CPC staff