

Facilities & Construction Safety Committee Meeting

Members

([P] indicates member present at today's meeting)

Employee Represented:

[P] Karen Barnack, EHS Facilities & Construction Safety Manager
[P] Phil Tritz, FPM Zone Maintenance
[P] Anthony Bohan, CPC Project Manager
[P] Todd King, OIT Telecom Associate
[P] Elliott Reinlein, FPM Housing Maintenance
[P] Lavell Kindell, FPM Systems
[] Gail Hamilton, FPM In-House Construction Manager
[P] Joe Potter, FPM Building Maintenance

[] Geoff Guim, CPC Painter
[] Mark Thomas, FPM Electrical
[] Cavan Telford, FPM Landscaping
[P] Josh Hendricks, FPM Lockshop
[] Taylor Yoshihata, Materials Management
[P] Dirk Theisen, FPM Mechanical Systems Manager

Alternate:

Ad Hoc:

[P] Sierra Schmidt, EHS professional
[P] Heather Randall, FPM Director

Meeting Call to Order

Date: 01/14/2020

Time: 8:00 am

Location: Google Meet (remote)

Roll Call and Review of Previous Minutes

- Roll Call
- Minutes approved with no changes. Please review the minutes on-line, if you have not had a chance to, and let Karen know if any corrections are needed.
- Reminder that meeting minutes and agendas are posted to the Facilities and Construction Safety Committee Google share drive. Please contact Karen if you have any questions regarding how to access them.

Safety Committee Member Role

- Obtain questions, concerns, or ideas from your respective crew to be brought up to the committee. After the meeting, share out the information from the safety committee meeting with your crew. It is very important to keep the lines of communication flowing.
- Participate in quarterly safety committee inspections.

Review of Previous Action Items

- Further discussion regarding last month's incident report for employee removing graffiti.
 - Joe has been working with Relay on alternative orange-based sensitive surface remover to replace the Krud Kutter product. Joe will provide his information and recommendation for new procedures and products to be used.

- Karen: Provide update regarding safety committee recommendations for USB 6th Avenue door; Cary Morris is reviewing.
 - Karen has not heard back from Cary; Karen will follow-up
- Karen: Provide update at next meeting regarding status of safety swing gate on the SEC roof; Mark Fuji, Project Manager is tracking.
 - Karen has not heard back, but the swing gate condition is getting worse, as the latch continues to get out of adjustment; Karen will follow-up
- Karen: Provide update regarding vehicle maintenance plan
 - Sarah Johnston has lead on this project.
 - A meeting is occurring January 14th, today. Update to follow at the next Safety Committee meeting.

Incidents/Injuries

- Diversified employee was injured by a sharp wire on a paper towel dispenser
 - Update from Joe: It was not a wire, but the end of a zip tie, which was rounded off. The zip tie was holding a rubber band and key in place.
- Several people observed a contractor standing on top of a ladder and on top of their van outside of GreenLine Market.
 - Received several different photos from different people, however when EHS and others arrived, the contractor was gone.
 - The bookstore is the tenant for the GreenLine Market space, and the bookstore hired the contractor. PREM has addressed the safety concern with the bookstore and provided them with a copy of PSU's pre task plan as a guideline for conducting a job hazard analysis and creating a safety plan.
- Near Miss: During a planned electrical shutdown in Millar Library (Thursday, Friday, and Saturday night), the contractor turned off the power before the planned shutdown time, and a PSU employee was trapped in the elevator.
 - Procedure from contractor was followed on Thursday, but not Friday night
 - Incident review meeting on PSU's incident response will take place next week
 - Separate incident review meeting will also take place with contractor
 - Person was only trapped in the elevator for 35 minutes, but was still a very serious near miss. Elevators need to be cleared and locked out before power shut downs.

Safety Committee Inspections

- Lincoln Hall
 - New manager in the scene shop is doing a good job organizing areas and appreciated learning about safety concerns. Thanks to all who attended the inspection and shared their knowledge to assist with correction of items found.
 - Issues: Some old ladders need to be removed, storage areas cluttered, egress paths need to be maintained, no wood dust collection system on saws, exhaust for small paint booth needs to be assessed, PPE needs to be kept in clean location (safety glasses, ear muffs), some seismic bracing needed, some daisy-chaining of cords to be corrected, student worker training on lifts to be evaluated by EHS.

Rounds / New Safety Concerns

- Todd: Area where the RV art piece had been outside of Shattuck Hall on Broadway is messy and needs to be cleaned up. Other members also chimed in about discarded materials, lumber, and pallets.
 - Karen to follow-up with Sarah Kenney on cleaning the area, as the Architecture Department uses this area to work on larger projects.
- Phil: Nothing to report
- Joe: Requested an update on the USB loading dock guardrail.
 - Clay sent Karen an updated drawing/plan yesterday
 - Delays in this project due to different opinions and needs from various departments on the design.
- Dirk: Incident at loading dock - Furniture contractor truck tore off loading dock mirror, which then fell and broke the mirror below it as well.
 - Furniture contractors said they would replace the mirrors but it has been two weeks; Karen to follow-up with Cameron as this was related to the USB 4th floor renovation project.
- Josh: Requested update on roof access door hardware changes and associated budget.
 - EHS/FPM Meeting is coming up where this will be discussed, so no updates yet
- Elliot: Somebody has been setting plastic dumpsters on fire, library food cart pod area
 - All dumpsters should be converted to metal. Brandon in Sustainability is working on this with the dumpster haulers.
 - Anthony discussed future renovations to address this issue. Landscaping yard renovation should help, as trash will be transported to the yard instead of having so many dumpster corrals across campus.
- Anthony:
 - Incident that occurred in December: CPC student workers were walking Montgomery exterior for a window screen project, and a Costco sized box of cereal fell out of the window and hit a student. Keep an eye out for falling items.
 - Security assessment by CPC on securing trash enclosures has come out for December, and further discussions are occurring.
 - Parkmill roof guardrails have been completed; penthouse roof access ladder is being replaced and is in the design phase.
 - Penthouse roof ladder at Ondine is also going to be modified to meet Oregon OSHA requirements. This access ladder is currently tagged out of use.
 - Contract awarded for SEH crossover ladder on roof to cross over mechanical ducts.
 - Working on SMSU fall protection estimates.
 - January 20th RMNC ramp project is starting, so building access changes are occurring. Project will be finished by the beginning of April. Front entry replacement will occur over spring break.
 - Working on awarding fencing contract for West side of campus and then hopefully the East side to follow
 - Joe: Requested chain link fence to be salvaged, if possible.
 - Stratford demolition will occur this summer
- Lavell: Nothing to report
- Heather: Thanks for participating in the Safety Committee.

- o Door or ladder to access Peter Stott lower roof on Park Blocks side. Karen and Heather to discuss.
- Karen: Safety Committee Training is scheduled for new members

Announcements

- Nothing to report

New Action Items and Safety Concerns

- Karen: Provide update regarding safety committee recommendations for USB 6th Avenue door; Cary Morris is reviewing.
- Karen: Provide update at next meeting regarding status of safety swing gate on the SEC roof; Mark Fujii, Project Manager is tracking.
- Karen: Provide update regarding vehicle maintenance plan; Sarah Johnston has lead on this project.
- Karen/Joe: Communicate regarding graffiti removal products and procedures. Joe will provide his information and recommendation for new procedures and products to be used. Discuss substitution of replacement products into Stores. Discuss graffiti removal products and procedures with Tim Wright.
- Karen: Follow-up with Sarah Kenney on clean-up of the SH patio on the east side by Broadway, as the Architecture Department uses this area to work on larger projects.
- Karen: Provide update on the USB loading dock guardrail project
- Karen: Follow-up with Cameron regarding broken loading dock mirrors at USB.
- Karen: Provide update on roof access door hardware changes and associated budget.
- Karen/Heather/Aaron/Phil: Discuss door or ladder access options to Peter Stott lower roof on Park Blocks side.

Meeting Adjourned

Time: 9:00 am

Next Meeting

Date: February 11, 2020

Time: 8:00 am

Location: Google Meet (remote)