

Facilities & Construction Safety Committee Meeting

Members

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

Employee Represented:

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

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

Alternate:

Ad Hoc:

[P] Erica Hunsberger, EHS Specialist

Meeting Call to Order

Date: 11/10/2020

Time: 10:00am

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

- All Committee Members: Review meeting minutes and share the information with your crews.
 - On-going
- Karen: Review Safety Committee membership to determine who may need to rotate off

- Several people are due to rotate off. FPM leadership are reviewing the list. Karen requested that they come up with a plan so that not everyone rotates off at once. Phil is no longer in Zone Maintenance and will need a replacement. If you are on the committee and want to stay on, please communicate with your manager.
- Karen: Check with Tayler Workman to see if she has a separate form for tracking fires.
 - This is after we talked about the fire last month. Tayler tracks the information on a spreadsheet. She doesn't have a separate form because usually she is obtaining the information from a CPSO report and takes the information and adds it to a spreadsheet. When we have a season where we have a lot of landscape fires, staff contact her and she adds the information to her spreadsheet.
- Karen: Share the link and updated 8/13/20 [Face Covering Policy](#) and the link to the COVID-19 [daily self assessment](#) with committee members.
 - Done. The following links were sent out after the October meeting.
 - [PSU Coronavirus Response page](#)
 - [PSU Faculty & Staff A New Way Forward](#)
 - [PSU Mask and Face Covering Policy](#)
 - [PSU COVID-19 Daily Self Checklist](#)
 - Reminder: If you haven't already, or if it's been awhile since you reviewed them, please take the time to review these materials. Also, share these quick links with your co-workers. If you have a safety bulletin board in your work area, please print out and post the Daily Self Checklist as a reminder for staff.
- Karen: Forward information about the boom lift incident to Sarah Johnston, as FPM has plans to track preventative maintenance and key checkouts for shared equipment. Provide an update at the November meeting.
 - Kellen will be working on this project.
 - Joe: Update from last month. It was found that the boom lift had a slow leak in one of the cylinders. It had been parked with the basket up, and with the temperature differences it had lowered itself. We have fixed that by changing the parking orientation in the landscape yard, which we think will correct that issue. It was not an operator error; it was caused by a feature of the lift.

Incidents/Injuries

- Erica followed up on the back injury that was related to leaf debris clean up, which was the second one this year. There were some differences between the two tasks and while some techniques were better this time, there were some things that could be improved. Will be incorporating this process into the previous evaluations and would like any suggestions members have.
 - Committee members suggested using push blowers instead of backpacks, when appropriate, taking breaks, maintaining hydration.
 - A corrective action that has already been implemented is a stretch and flex program for Landscaping staff. If anyone else is interested in this program, please reach out so she can put together a program specific to the needs of your crew.
- Back strain from lifting and moving heavy boxes - Erica will be following up with the employee, with the likely recommendation that they use a cart to move the paper.
- UP battery incident - Karen reported some information. More at the next meeting after completed reports are received.

- A battery blew up during use, and this was reported as a near-miss incident. The corrective actions page has not been completely filled out yet. There was no injury. We will be reviewing the reports to ensure the appropriate personal protective equipment was worn. Those involved were encouraged to fill out the injury report and file it with Human Resources, in case in the next week or so any impact on hearing is noted.
- USB silica dust from subcontractor work - Karen reported that contractors were working with jackhammers in the elevator pit and were creating dust in the air.
 - They were notified they had to stop work until a silica exposure control plan was in place. Neither the contractor or subcontractor were aware of the silica regulations or control methods that they should have been following. No HEPA vacuum or water were used.
 - The project manager was notified. The project manager contacted the contractor immediately and reiterated that work needed to stop and they needed to get a plan in place. They are working on getting someone with the proper equipment and will submit a silica plan before the project continues.
 - Reminder that when a project scope changes, we have to make sure we go back and check the contractor's submitted safety plan for that project.
- If there are concerns about contractor projects, there is always someone from CPC on campus. It is usually noted in the morning announcements who is on site from CPC.

Wildfire Smoke & Air Quality

- Heather, Jeff and Karen met with Emma Stocker to discuss wildfire smoke issues. Chapters to be added to Campus Emergency Operations Plan for wildfire smoke and extreme heat. It will outline air quality levels and how to handle each level.
- Heather will have more discussions with Dirk regarding building operations. Plans will include EHS distributing HEPA filter units, getting information out about wildfires and extreme heat, how work will be modified and what PPE will be used.

COVID-19 Exposure Prevention

- Updated Face Covering Policy is in effect, including new Oregon Health Authority and Oregon OSHA requirements/wording
 - Karen to send out a link to the new policy after the SC meeting.
 - Updates to be posted in the Currently and the Virtual Viking.
- Reminder to complete the [daily self assessment](#) before coming to campus.
- Reminder to clean all shared equipment before and after use, including tools and vehicles
- Inclement weather planning underway will include COVID precautions
- Oregon OSHA rule came out last Friday
 - PSU put together a plan for HECC which was in place before school reopened. We are working through the Oregon OSHA requirements to incorporate any additional information into our Operations Plan.
- A study in Austin, Texas found that construction workers have a higher risk of hospitalization due to COVID-19. According to the study, "Encouraging safety measures such as thorough cleaning of equipment between uses, wearing of personal protective equipment, restrictions on the number of workers at a worksite and increased health surveillance were associated with a 50% decrease in transmission."

- Karen: Make sure people are cleaning shared equipment, maintaining physical distance and vary when people are on shifts to prevent everyone from working together. Assess your work area to see if one way entry and exit points may be an additional control measure that can be taken.

Rounds / New Safety Concerns

- Geoff
 - Governor Brown's latest two week pause. How will this impact staff?
 - Karen: Heather sent out an email this morning to the managers group and EHS.
 - Dirk: FPM is reducing staff on-site that can work from home, mostly managers and admin. Most facilities crew will continue with their normal schedules and others will be updated by their managers.
 - Corbett positive case. Outcome. Is the building clear?
 - Karen: Changes in tracking discussed between SHAC, EHS, FPM, CPC, OIT in case staff are in the areas doing work.
 - Dirk: The building was shut down. The person who has been sick hasn't been in in a long time and the building is okay to go back in.
- Elliott - Nothing to report
- Joe
 - Removing dumpster corral at Parkway, Parkmill, south of Harder House. Everything will be gone.
 - Fire at the ODOT side of the landscape yard on 11/3/20 caused a hole on the heavy equipment canopy. Karen will verify that Tayler received this information.
 - Be safe out on campus
- Anthony-
 - Will need to look at the new fall protection system at URBN and EB with Karen. Include Joe in the assessment.
 - Security projects are moving forward. Additional security safety projects. Estimating for CPSO. Fencing is progressing. UCB and PS3 security gates. Sealing windows in CPSO that are not being used.
 - Window screening in Housing buildings is getting scheduled to reduce break-ins in housing buildings. They will need to work in some occupied units. Anthony to coordinate with EHS.
- Dirk - Nothing to report
- Erica - Nothing to report
- Karen
 - EHS availability. May change based on the Governor's two week pause. Available to come in, if needed.
 - Watch the morning announcements for EHS staff availability on-site. Email EHS-group@pdx.edu if you have a question or safety concern. EHS staff are checking emails regularly.

Announcements

- Dirk- Legionella Bacteria Testing
 - Our last four samples for Cramer and Lincoln Hall came back non-detect. Both buildings now have hot water boosters. The water systems are no longer connected so we have higher water temperatures on the return. We are looking pretty good. Plumbing is still flushing monthly.

New Action Items and Safety Concerns

- Karen: Review Safety Committee membership to determine who may need to rotate off
- Karen: Provide an update regarding the UP battery incident
- Karen: Send out updated face covering policy to safety committee members
- Pending agenda items: Identify inspection location; COVID-19 exposure prevention plans, as we phase into more people on campus
- Karen: Follow-up on safety concern regarding staff coming out of the USB lower parking lot and going the wrong way on one-way street to get to the loading dock.
 - On-hold; assess further after USB loading dock safety items are completed

Meeting Adjourned

Time: 11:03 am

Next Meeting

Date: December 5, 2020

Time: 10:00 am

Location: Google Meet (remote)