

## 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] Aaron Britton, FPM Zone Maintenance

[P] Susan Gust, CPC Project Manager

[ ] Todd King, OIT Telecom Associate

[P] Mitchell Schwabel, FPM Housing Maintenance

[P] Doug Brown, FPM Systems

[P] Gail Hamilton, FPM In-House Construction Manager

[P] Dustin Boomer, FPM Building Maintenance

[P] Jones Barton, FPM In-House Construction

[ ] Mark Thomas, FPM Electrical

[P] Andrew Beland, FPM Landscaping

[ ] Madison Doshier, FPM Lockshop

[P] Taylor Yoshihata, Materials Management

[P] Dirk Theisen, FPM Mechanical Systems

Manager

**Alternate:**

**Ad Hoc:**

[P] Sierra Schmidt, EHS professional

[P] Erica Hunsberger, EHS Specialist

### Meeting Call to Order

Date: 04/13/2021

Time: 10:00 am

Location: Google Meet (remote)

### Roll Call and Review of March 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 March Action Items

- All Committee Members: Review meeting minutes and share the information with your crews. Post them on your crew safety bulletin boards.
  - On-going
- No further action items to discuss.

## Incidents/Injuries

- Employee sprained hand
  - **Description:** Hand sprain was caused by repetitive shoveling.
  - **Follow-up:** An ergonomic assessment will be conducted.
  - **Corrective Action:** To be discussed at a future meeting once the ergonomic assessment is completed.
- Near miss - Employee had a heavy load on a cart
  - **Description:** Employee had a heavy load on a cart and was moving down the ramp at the USB loading dock. The load exceeded the cart's capacity, and the cart was not made to be used on a ramp. The employee began to lose control of the cart, and turned into the wall to stop the cart. Another person helped to get the cart down the ramp.
  - **Follow-up:** Implement pre-task planning make sure using the right tool/equipment for the task
  - **Corrective Action:** New cart has been purchased for this task. There will be an ergonomic assessment for the new cart.
    - Remember to reach out to Erica when buying new equipment; she can assist with identifying ergonomic tools and equipment and an assessment of the best ones for the task.
- Transmission fluid spill
  - **Description:** A truck lost its transmission on the corner of Hall and Broadway, resulting in a large spill across the crosswalk and intersection. The spill did not occur on campus and did not involve a PSU or PSU contractor vehicle.
    - FPM was quick in responding, taking photos, picking up debris, etc.
    - It took time and several phone calls to identify the appropriate response agency; Portland Fire was determined to be the appropriate agency.
  - **Follow up:** Discussion regarding PSU employee involvement in spills that do not occur on campus, but can have an impact on the PSU community. If the spill is determined to be safe enough for PSU employees to assist with, PSU can assist by placing barriers at storm drains and directing PSU pedestrian traffic around the spill. Staff should be assisting with pedestrian traffic control from the sidewalks.
  - **Corrective Action:** Spill kits are going to be distributed from the EHS storage area
  - For small spills on campus: If it can readily be cleaned up by one person who is knowledgeable in the PPE required for the type of hazardous material and in spill procedures, otherwise contact EHS.
    - From the HazCom program: Small spills are defined as incidental spills that are readily controlled and do not pose undue hazards to those in the immediate area. Small spills may, at the discretion of the immediate area supervisor, be cleaned up by personnel who are familiar with the associated hazards, have access to appropriate personal protective equipment (gloves, eye protection, etc...) and have been trained in proper cleanup procedures.

## Hazard Communication Program

- Training for HazCom Program and Small Spills went out in March.

- HazCom program was updated and revised quite a bit; there were more requirements added. The revised program should have been reviewed by all staff as part of the March training assigned.
- For your department, ensure you know the location of departmental hazardous material inventories/Safety Data Sheet binders, make sure they are up-to-date, and discuss location(s) with your co-workers.
- **Discussion:**
  - Are physical copies of SDSs required?
    - It is required for there to be a backup, so if your SDSs are digital there still needs to be some type of backup.
  - SDSs are located in binders, might say “MSDS Binder” or “SDS Binder,” or something similar.
  - Can the department create a new one?
    - Yes, they can and they should be updated
  - Does CPC have one?
    - No, not aware of any hazardous materials that the CPC office has; office supplies are exempt from the HazCom program
- There is a hazardous material inventory/spreadsheet of Safety Data Sheets, created by Taylor, for all chemicals that can be bought from Materials Management. It is located on the [EHS Hazard Communication webpage](#).

## Campus Safety Committee Update - Erica

- No major updates, usual Incident Management Team updates from Jeff
  - Returning to campus in the fall
- Lots of new members joining from around campus
- One member brought up legionella concern in Urban Center, where they were told to not use the water at all in that building
  - This water is, in fact, safe to use
  - Be aware of these rumors, have individuals reach out to EHS or look over [Water Quality webpage](#)
  - There have also been these concerns for air quality, see [Air Quality webpage](#)
- Has the committee discussed classroom layouts come fall?
  - IMT is reviewing

## Safety Break Brainstorm

- Remote Safety Break, group Zoom meeting; does everyone have Zoom on their devices?
  - Everyone should have Zoom, have been using it for safety trainings
- Otherwise, break up meeting over the week with smaller remote events
  - Video montage comes out one day
  - Brief Zoom talks, attendees can decide which to go to
  - Raffle entrance for attending presentation
    - Virtual scavenger hunt?
  - Conference style is fun, but hard to schedule around
- Static video is best for Landscaping
- Smaller, scattered meetings are better for Systems due to people sharing computers

- Better for In-House Construction, Housing, lots of support for smaller meetings in other depts.
- One large event is harder to schedule around each department's schedules
- Is it more meaningful to have President Percy, etc. talk in-person during a meeting or is a pre-recorded video okay?
  - Whatever makes the most sense is likely the best course forward, people are understanding of time right now
- Scavenger hunt idea?
  - Would have to be brief
  - Take a screenshot?
  - Might give another option to enter raffle rather than attending a presentation

## COVID-19 Exposure Prevention

- Everyone in the meeting is now eligible for the vaccine; your household is as well based on the OHA guidelines. Link to [OHA Vaccine Eligibility Vaccine Schedule](#)
- Any questions?
  - Would a non-married partner be included in the household consideration, if they live in the house?
    - Would assume that, yes, this counts; can call and ask, if concerned
- Vaccine propaganda is being posted around campus, trying to document these occurrences so please email photos to Dustin for tracking if you see them around campus
  - Adding instances to a Google Sheet and informing Heather

## Rounds / New Safety Concerns

- Gail: Wanted to make sure everyone was aware that nine glass windows were broken over the weekend at RMNC, with the river rocks currently being used for landscaping around campus
- Dirk: Rumors about indoor air quality in different buildings. If you overhear any of these, please direct them to EHS.
- Taylor: Nothing to report
- Dustin:
  - RMNC front entrance is still open and ADA accessible
  - Fire at Lincoln Hall, at Scene Shop dumpster, very quick response; checked for damage but everything was okay
    - Happened early morning, possibly from an external individual starting it
    - CPSO has generated a report, Karen to make sure Taylor is informed
- Andrew: Nothing to report
- Jones: Nothing to report
- Aaron: Checked in with everyone at Zone. Jay over at the hotel wanted to report that CPSO caught the suspect for some burglaries which were occurring there.
- Mitchell: Hasn't been on-site for the last month. There was a dumpster fire a couple weeks ago, otherwise nothing to report.
- Susan: Nothing to report
- Doug: Nothing to report
- Erica:
  - Links to Indoor Air Quality and Water Quality webpage in the chat with information if anyone is interested. (see links above under Campus Safety Committee)

- Before returning to campus, EHS is planning on testing buildings again for legionella and lead; still flushing water systems. If you hear any concerns, direct individuals to EHS.
- EHS has been placing HEPA filters in classrooms
- Sierra: Nothing to report
- Karen: Has put together a crane safety checklist and an electrical shutdown safety checklist. It has been shared out with CPC Project Managers and FPM Managers. These will be added to the EHS web page once they are reviewed and finalized.

## Announcements

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## New Action Items and Safety Concerns

- All Committee Members: Review meeting minutes and share the information with your crews.
- Pending: Employee sprained their hand from repetitive shoveling. Corrective actions to be discussed at a future meeting, pending ergonomic assessment completion.
- All: Determine where SDSs and hazardous material inventories are kept in each department and share location(s) with coworkers; discuss with supervisors to update inventories and SDS binders
- Karen: Clarify TAPS emergency ride program, specifically if rides for injury count against allotted number of rides per year
- Karen: Look into if and when two employees will be allowed in the gator at the same time while masked
- 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: 11:22 am

## Next Meeting

Date: May 11, 2021

Time: 10:00 am

Location: Google Meet (remote)