

## 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

[ ] Dustin Boomer, FPM Building Maintenance

[P] Jones Barton, FPM In-House Construction

[ ] Mark Thomas, FPM Electrical

[P] Andrew Beland, FPM Landscaping

[ ] Kevin Reed, FPM Lockshop

[P] Taylor Yoshihata, Materials Management

[P] Dirk Theisen, FPM Mechanical Systems Manager

**Alternate:**

**Ad Hoc:**

[P] Sierra Schmidt, EHS Professional

### Meeting Call to Order

Date: 07/13/2021

Time: 10:00 am

Location: Google Meet (remote)

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

- All Committee Members: Review meeting minutes and share the information with your crews.
- All: Review JHAs for using step ladders and Baker/rolling scaffolds prior to the next meeting. Send any

comments to Karen.

- Will discuss later in the meeting; completed
- Karen: Send hazardous material inventory resources to Mitchell.
  - Completed
- Andrew: Email Joe Potter regarding propane tank replacement on forklift.
  - Completed

## Incidents / Injuries

- Near miss - A standing lawn mower was being used in the Park Blocks near the streetcar stop and caused a wood chip to fly across the tracks and hit someone's glasses.
  - Karen reached out to Leslie to see what procedures are in place regarding this type of situation.
  - Discussion: Are there any procedures or areas they avoid, like areas with bark chips? At what distance should the operator shut down the machine when an individual is nearby?
    - Andrew: They usually try to mow those areas when people aren't around, early in the morning. They try their best to shut down the machine, but it is tough to determine how often and when to stop for a passing pedestrian depending on the pedestrian's path of travel. They may have to pivot their time and practices regarding lawn mowing in high traffic areas, as they were different during COVID when not many people were around campus.
  - Karen to discuss further with Leslie regarding safe operating practices around bark chip areas.
- Potential report - Employee picked up a piece of galvanized pipe in a boiler room that no longer had insulation on it but had white fibers on it that came off onto his shirt.
  - Tim Wright is locating the bag to test the fibers for asbestos-containing material. Karen will provide an update at the next meeting.

## Campus Safety Committee Update

- Last month the committee mostly discussed the return to campus and what that will look like for individual employees and departments.

## Safety Committee Inspection

- Since Oregon OSHA has lifted the physical distancing requirement, Karen expects that inspections can be conducted again, but she is tracking the Oregon OSHA exemption. Unsure if Oregon OSHA will officially rescind the memo that states inspections are not currently required.
- Would still like to avoid large group inspections, instead considering small group mechanical space inspections for the third quarter inspection.

## Job Hazard Analysis (JHA) Reviews

- Thank you for looking over those and providing comments.
- The committee reviewed and approved the step ladder and Baker's scaffold JHA. These will be posted to the EHS webpage.
- Reminder that these JHA's are a great tool for supervisors and for use with student workers and new employees.

- Updating and creating JHAs are a great remote work opportunity for departments.

## COVID-19 Exposure Prevention

- Physical distancing requirements and occupancy restrictions have been lifted around campus.
  - Building Maintenance is removing the signs indicating these policies which had been posted around campus.
- Face coverings are still required inside of buildings but are not required outside. Face covering signage is still in place at building entrances campus wide.
  - IMT is discussing how this requirement may stand going forward.
- At this time, COVID safety plans are still required from contractors and reviewed by EHS.
- HR is still working on the vaccination assertion process.
- Question: Is Oregon-OSHA still requiring face coverings?
  - Karen: No, but employers still have the right to be more stringent.

## Rounds / New Safety Concerns

- Gail: Nothing to report
- Dirk: Reminder to continue being aware of high heat: stay hydrated and get work done early, if possible.
  - Karen: Thursday afternoon, Oregon OSHA passed a temporary rule for excessive heat. Similar to the guide that EHS sent out, but with very specific information regarding temperature, break frequency, quantity of water provided, etc.
- Andrew: Nothing to report
- Jones: Has extensive training in heat related stress due to background as firefighter, so if anyone has any questions feel free to reach out.
- Aaron: Jeff, the pool chemical manager at UP, approached Aaron about joining the committee.
- Mitchell: After the recent excessive heat, Housing Maintenance is working to retrofit buildings for better air flow and increased response to excessive heat, as there is no central AC in any of these buildings. They may make temporary rented machines a permanent fixture.
- Taylor:
  - Doors on the east side of UCB allow for someone leaving the building to be hit by a door exiting the basement. This could use an “open door slowly” sign. Karen to follow-up on this.
  - Fire department is using Stratford Hall for training purposes, and they broke a window, leaving glass on the sidewalk. Karen to reach out to ensure this was rectified.
- Susan: What is the proper protocol for the disposal of large batteries?
  - Karen: You can send an email to the [EHS-group@pdx.edu](mailto:EHS-group@pdx.edu), and Tim Wright or Tim O’Brien will respond, or you can send in a work request.
- Doug: Nothing to report
- Erica: Nothing to report
- Karen:
  - Oregon OSHA is also working on a wildfire smoke rule; they are receiving a lot of pressure from the governor to have this released before September.
  - Working on updating the Contractor COVID guide to reflect current Oregon OSHA regulation and PSU policies.
  - There are a bunch of N-95’s in stock if they are needed for wildfire smoke

- Q: Will they need to be purchased or will they be provided to departments. Karen to investigate.

## New Action Items and Safety Concerns

- Karen: Provide an update at the next meeting regarding the standing lawn mower bark chip incident. Karen to discuss further with Leslie regarding safe operating practices around bark chip areas.
- Karen: Provide an update at the next meeting regarding the potential asbestos-containing material in the CH boiler room.
- Karen: Update regarding safety committee inspections.
- Karen: Follow-up with Aaron Shear regarding Jeff's request (from UP) about joining the committee
- Karen: Follow-up on an "open door slowly" sign for the east side of UCB, for the door exiting the basement.
- Karen: Follow-up with Tayler Workman regarding glass on the sidewalk outside Stratford where the Portland Fire Bureau was conducting training exercises.
- Karen: Follow-up on whether N95s must be purchased or not from Materials Management, if needed and used for wildfire smoke.
- 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
- Pending: Employee sprained their hand from repetitive shoveling. Corrective actions to be discussed at a future meeting, pending ergonomic assessment completion.
- Karen: Continue to reach out to employee and supervisor and review the employee injury at the landscape yard dumpsters.

## Meeting Adjourned

Time: 10:41 am

## Next Meeting

Date: August 10, 2021

Time: 10:00 am

Location: Google Meet