

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

**Alternate:**

**Ad Hoc:**

### Meeting Call to Order

Date: 07/21/2020

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.
- Best wishes Josh! Josh will be leaving PSU. He will be replaced on the safety committee by Frankie Linderman.

### 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

- Rapha: Provide update on Ondine trash corral lighting
  - Rapha not available to provide update
- Karen - Question from last month about COVID-19 testing for essential staff
  - Any PSU community member—including students, instructors of all types, and staff—can access COVID-19 testing through SHAC, at no cost. Call SHAC first at 503-725-2515 to speak with a medical provider about your situation or symptoms to determine if a COVID-19 test is necessary.
  - In coordination with Multnomah County Public Health, PSU will take an active role in contact tracing for positive COVID-19 cases with potential exposure on campus.
  - Recommend employees go through their healthcare provider.

## Incidents/Injuries

- Incident - Electrical fire, crawler lift at Viking Pavilion loading dock
  - Small electrical fire at the charging plug of the compact crawler. Crawler was plugged into the wall using an extension cord. PSU employee saw the fire and put it out with an extinguisher.
  - Lift had previously been plugged in at the WHP using a different extension cord. When it was moved to its new location in the loading dock, a shorter extension cord was used for charging. The new extension cord did not have the appropriate rating for charging the crawler. The lift's charging plug had melted.
  - Lift was tagged out of service. United Rentals came out and checked the lift. There was no damage to the lift, only to the charging plug. The charging plug was replaced. A shorter 10' extension cord with the appropriate rating has been ordered for charging the lift.
  - An additional concern raised was the location and availability of a fire extinguisher, as the employee exited the loading area and went down the hall to obtain one, which often requires keys to get back into the loading area. Karen and Tayler to follow-up on this concern.
- Near Miss Incident/No injury - FMB construction site
  - Contractor was leaving the jobsite when a swing stage cable got hung up on a spare tire mounted to the contractor's trailer, causing the swing stage to be pulled laterally as the truck was pulling away, with the swing stage hitting the building in multiple locations.
  - Takeaways: Check-in at construction office prior to entering the site. Communication between trades. Use spotters when operating vehicles. Use signage, in addition to danger tape, when establishing a controlled access zone. Check the controlled access zone throughout the day.

- Incident - Contractor electrical shock
  - Electrician was tracing wires in a switch in a restroom. They did not verify the absence of power and while removing the switch, they were shocked on the right hand.
  - Panel was locked out with a control lock. Didn't put their lock on the panel before proceeding to the box. Circuit was wired incorrectly in the junction box. Tick tracers were not used. Worker didn't trace the conductors prior to work to verify circuitry. Pre-task plan was not completed. Policies and procedures are in place, but were not followed. Safety stand down took place on-site to review the incident.
  - OAC Action item: Verify all junction boxes are wired correctly.

## Safety Committee Inspection

- On hold until further notice from Oregon OSHA.
  - Oregon OSHA will not be enforcing the requirement for quarterly safety committee inspections, as long as the employer has systems in place for employees to report hazards and a mechanism to evaluate and follow-up on those reports.
  - Methods in place to report hazards:
    - Report them to your supervisor and EHS.
    - Bring up safety concerns from your crews at the monthly safety committee meetings
- Bring up safety concerns at your monthly crew meetings.

## COVID-19 Exposure Prevention

- Notify your supervisor of any concerns.
- FPM has placed physical distancing stickers for queuing at SHAC in UCB parking garage. Two queuing lines are set up to separate two groups, symptomatic and non-symptomatic.
- FPM has been placing 6' physical distancing stickers where people queue up throughout campus. Departments should reach out to the work order center to request as needed.
- CPO is in the process of identifying additional signage for FMH public areas.
- Jeff Rook is working with IMT on identifying face shield types that will be allowed on campus.
- Materials Management has ordered clear face shields for lip reading.
- Emergency work on the roof at UCB to keep SHAC cool. Need to replace bearings. Employees will be working within 6' of each other for a day. Karen and Dirk to discuss hazard assessment further, to include COVID-19 and any potential fall hazards.

## Rounds / New Safety Concerns

- Geoff: Yellow paint is being added to the USB loading dock and ramp edge.
- Taylor: Large bottles of pump style hand sanitizer are in stock. Also small flip top style portable hand sanitizers.
- Todd:
  - Rick has retired; hiring a rent-a-tech who will need safety training. Todd and EHS to discuss further.
  - Contractor project coming up to pull fiber up the road from DMV to USB and other campus buildings.

- Joe:
  - FPM has obtained a 45' JLG 450AJ articulating boom lift, bright orange, parked by WHP/Stott community field. 4-wheel drive; gas and propane; 6' basket. General use for any who need it and are trained. Karen reached out to Greg Hoole, our lift trainer, and Erica to ensure staff receive training for this new lift.
  - Heightened sensitivity on and around campus regarding masks and face shields. Aggravated person outside USB shouting about masks at another person.
- Josh: Leaving PSU. Frankie Linderman will be replacing Josh on the safety committee.
- Elliott: Nothing to report.
- Lavell: Some building systems are not getting a lot of movement. Remember to run water for a while.
- Dirk: Plumbers have been going through buildings and running water. Have had it tested for legionella bacteria. Meeting with Nalco tomorrow to look at hot water for LH and CH. Have been testing cooling towers as well. Karen and Dirk to discuss further after the safety committee meeting.
- Karen: Watch the morning announcements for EHS staff availability on-site. Email [EHS-group@pdx.edu](mailto:EHS-group@pdx.edu) if you have a question or safety concern. EHS staff are checking emails regularly. Call or text Karen; available Monday thru Thursday; furlough Friday.

## Announcements

- Nothing to report

## New Action Items and Safety Concerns

- All Committee Members: Review meeting minutes and share the information with your crews.
  - On-going
- Rapha: Provide update on Ondine trash corral lighting
- Karen/Taylor: Assess concern regarding location and availability of fire extinguisher at Viking Pavilion loading dock.
- Karen: Reach out to Greg Hoole, our lift trainer, and Erica to ensure staff receive training for the new boom lift.

## Meeting Adjourned

Time: 10:53 am

## Next Meeting

Date: August 11, 2020

Time: 10:00 am

Location: Google Meet (remote)