

## 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

[ ] Susan Gust, CPC Project Manager

[P] Todd King, OIT Telecom Associate

[ ] Mitchell Schwabel, FPM Housing Maintenance

[P] Doug Brown, FPM Systems

[ ] Gail Hamilton, FPM In-House Construction Manger

[ ] Dustin Boomer, FPM Building Maintenance

[P] Jones Barton, FPM In-House Construction

[ ] Mark Thomas, FPM Electrical

[P] Andrew Beland, FPM Landscaping

[P] Kevin Reed, FPM Lockshop

[P] Taylor Yoshihata, FPM Materials Management

[P] Dirk Theisen, FPM Mechanical Systems Manager

#### Alternate:

#### Ad Hoc:

[P] Erica Hunsberger, EHS Specialist

## Meeting Call to Order

Date: 09/14/2021

Time: 10:00 am

Location: Google Meet (remote)

## Roll Call and Review of August Minutes

- This meeting was conducted remotely, utilizing Google Meet. The next meeting will take place in the same manner. Please contact Karen if you have any questions about how to access the meeting.
- 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 August Action Items

- Karen- Calendar invites for small-group inspections of mechanical spaces.
  - Scheduled for September 29 from 8:30-10:00
    - The meeting point will be on Montgomery in front of USB and break into small groups for inspections. Depending on the number of people who are able to make it, areas may

include: Montgomery, SEC, and SMSU.

- **Goal:** We will be focusing on mechanical, janitorial, and electrical spaces in buildings.
- Karen- Follow-up on whether N95s must be purchased or not from Materials Management, if they are needed and used for wildfire smoke.
  - These would not be billable and would be released, as needed, for a wildfire smoke event. Otherwise, they remain in Materials Management stock for COVID use.
- Karen- Report committee and crew concerns to Jeff and Heather regarding increase in COVID cases and email notifications to staff.
  - Karen sent an email to Jeff, Heather, and the coronavirusresponse@pdx.edu email, noting concerns about the increase in cases on campus and the number of emails staff have been receiving as "affected" employees. Staff were expressing the need for more communication from IMT regarding steps that are being taken to protect essential workers on campus, with the return of more staff to campus and the rise in the cases reported. Specifically regarding preventative measures and how they are being communicated to the campus community, including face covering and vaccination requirements and symptom checks prior to coming on campus.
  - The email notification message was updated to provide more clarification regarding "affected" versus "exposed" employees. Feedback from the committee members was that the communication is much clearer now.
  - A campus wide communication was sent out on 8/13. It included the vaccine and face covering requirements and staying home if you are sick. Additional communication came out from President Percy on 8/31 regarding return to campus and in-person classes.
  - A Return to Campus webinar will take place on Friday, 9/17, from 1:00pm - 2:15pm. It will cover PSU's COVID-19 vaccination requirement, case response protocols, such as notification and quarantine requirements, physical improvements on campus, human resources policies and procedures, and more.
- Karen- Report committee concerns to Jeff, Heather, and Emergency Management regarding communication, transportation, and other emergency procedures during excessive heat events.
  - Karen sent an email to Jeff, Heather, and Emergency Management letting them know that there were some questions about plans for the upcoming heat event, after some lessons learned from the last event. Specifically, staff asked if there would be a campus wide closure, particularly when transit will be affected. During the last heat event, there were essential staff who had transit challenges at the end of their shift, and they expressed concerns regarding having to walk to and wait at transit stops in high heat conditions on the asphalt/sidewalks. Karen shared the [TriMet link](#) that was discussed during the SC meeting which covers hot weather delays. Karen also requested that all FPM managers ensure that staff are aware of their specific crew's plans, especially essential staff who often need to respond to emergencies.
  - IMT was working with various departments across campus on preparations for the upcoming heat event. University Communications sent out a campuswide notice, which included information about on-campus cooling stations and UPH room availability.
    - Heather sent out an all FPM notice regarding limiting outdoor work to urgent and emergency items wherever possible, and to discuss with your supervisor and plan for any work that must be done outside for an extended period of time. Also consider coordinating with the supervisor if work schedule adjustments are needed based on commuting challenges and Trimet.

## Accident / Injury Report

- Employee trip/fall

- **Description:** Employee was removing carpet mask from the carpet and pulled up a carpet square in the process. They tripped over the carpet and fell to the ground, landing on their left arm and side.
- **Follow up:** Showed that the process of removing the carpet masking was the cause of trip/fall in a forward motion with the shoulder and elbow taking most of the impact.
- **Corrective Actions:** Considered other techniques and directional movement, but mindfulness/awareness is most useful for this task.
- Employee back strain
  - **Description:** Employee experienced back pain upon removal of backpack and placing it on the ground.
  - **Follow up:** injury occurred when the employee was removing their backpack (25lbs) and lowering it to the ground, leaning forward, and possibly twisting. Deem caused by repetitive dynamic and straining movement and weight carried that put static pressure on the lumbar. This was a lost time work injury.
  - **Corrective Actions:** Replace with an ergonomic backpack and/or proper adjustment. Also include proper stretching (stretch and flex program).
- Employee back strain
  - **Follow up:** EH has tried a few times to reach out to the employee. Nothing to report at this time.
- Employee potential chemical on hand
  - **Description:** An employee responded to a high temperature event in the Chemistry Stockroom in SRTC. When investigating, the employee used their knuckles to pop up ceiling tiles. They felt an immediate burning sensation, ceased work and immediately washed their hands.
  - **Follow-up:** The employee was not wearing gloves. A Chemistry Stockroom employee tested the ceiling tiles, and no chemical substance was found on surfaces in the stockroom.
  - **Corrective Actions:** Remember when entering a lab space to be aware of chemical hazard placarding. Remember to wear personal protective equipment, which is at a minimum gloves and safety glasses. Let the researcher know an employee is coming so that any assistance and safety information can be provided.
    - Refresher training was provided to the FPM Systems and Energy Management department. There was a suggestion from a committee member that a training refresher on lab hazards and required personal protective equipment may be needed for all staff.
- Contractor arc flash near miss.
  - **Description:** While a contractor was removing metering equipment from electrical gear, an arc flash occurred. The employee did not sustain an injury. The event resulted in a total building power outage at RMNC.
  - **Follow-up:** It was found that on installation of the metering equipment, the contractor did not completely follow the PSU policy on making sure that power was de-energized. The policy was also not followed on removal of the metering equipment. An incident review meeting was held with the contractor. There will also be a second incident review meeting with FPM, CPC, and EHS for internal review.
  - **Corrective Actions:** PSU policy is that all electrical work is to be conducted de-energized. The contractor had supplied a Method of Procedure (MOP) that included steps to de-energize the equipment. Any deviation from a MOP should result in a stop work.
- Potential asbestos exposure
  - **Description:** Portland Fire Bureau (PFB) training on the Stratford roof impacted potential asbestos-containing roofing material. The demolition contractor saw the potential impact and notified PSU. All work onsite was stopped.
  - **Follow-up:** PFB was provided with the asbestos surveys prior to the training drills. The extent of

the damage caused by the training drills was not expected by PSU.

- **Corrective Actions:** Risk Management is following up with PFB. If there is another contract with PFB in the future, there will be more discussion to include a better understanding of the types of drills and potential damage, safety plans, and a secured fenced site.
  - PSU employees who had accessed the site after the PFB training drills were notified of the potential exposure. An environmental consulting firm completed air monitoring onsite. The results were all below the Oregon DEQ clearance standard for asbestos.
  - An abatement contractor is currently working to remove the damaged materials prior to demolition continuing.

## COVID-19 Exposure Prevention

Reminder to notify your supervisor of any concerns as well can also email the [coronavirusresponse@pdx.edu](mailto:coronavirusresponse@pdx.edu).

- Concerns? Questions?
  - No concerns were raised at today's meeting

## Campus Safety Committee Update

- Erica- The Campus Safety Committee is also discussing IMT updates related to COVID and excessive heat
  - Excessive heat guidance to be discussed further next year

## Heat Illness Prevention and Wildfire Smoke

- Heat Illness Prevention training was set up through D2L for self-registration and notification was sent out to all PSU staff.
- EHS developed a written program for Wildfire Smoke, training materials, and webpage. EHS is finalizing the written program and training and is currently waiting on review by Human Resources.
- HR is working on Remote Work policies covering these topics

## Rounds / New Safety Concerns

- Dirk- Nothing to report
- Taylor- Nothing to report
- Todd- Nothing to report
- Kevin- Silica Training
  - Tim Wright completed training for the lockshop employees.
- Aaron- Landscaping with Leaf Blowers
  - Let Landscaping know of any unsafe leaf blower use, their employees should be wearing safety glasses and hearing protection at all times.
  - **Discussion:** Ergonomics and body mechanics should be considered, as employees may wear the backpack blower all shift.
  - **Safety Measures to be followed:** Employees at scheduled break times, lunch, and before starting the task, they should be doing stretch and flex exercises. Push leaf blowers will be used as well.
    - EH - Employees shouldn't wear it for more than an hour at a time. Taking it off and lowering it to the ground can cause an injury. Enforce rest breaks every hour, 5-10 minutes, and do a back extension stretch. Utilize job rotation. Erica will send

email reminders and stretch and flex exercises to Landscaping

- Topic of ergonomics and safe equipment handling to be discussed at weekly Wednesday meeting
- Jones- Nothing to report
- Andrew-
  - **Question:** What are the plans for the greenhouses that collapsed during the ice event
  - **Answer:** The greenhouse was never a permitted structure.
  - **Issues:** The Engineering Department is having to find space for their equipment.
- Dustin- Nothing to report
- Erica- Nothing to report
- Karen- Nothing to report

## Announcements

- Karen- Reminder about the Return to Campus Webinar on 9/17

## New Action Items and Safety Concerns

- Karen- Sent out more JHA's for review and feedback
- Erica- Provide an email reminder to Landscaping about stretch and flex exercises for leaf blowing duties
- Karen (Pending/tracking)- Follow-up on safety concerns 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: 11:03am

## Next Meeting

Date: October 12, 2021

Time: 10:00 am

Location: Google Meet