FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
August 9, 2016 at 7:30 am

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<th>Representatives</th>
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<tr>
<td>Karen Barnack</td>
<td>✓</td>
<td>Jay Cunningham</td>
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<td>Facilities &amp; Construction Safety Manager, EHS</td>
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<td>Building Maintenance</td>
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<td>Peter Stuart Ward</td>
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<td>Brady Ostergren</td>
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<td>CPSO</td>
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<td>Carpenter, FPM</td>
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<td>James Muir</td>
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<td>Vacant</td>
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<td>Zone Maintenance, FPM</td>
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<td>Electrical, FPM</td>
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<td>Jim Carney</td>
<td>✓</td>
<td>Leslie Walters</td>
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<td>Housing Maintenance, FPM</td>
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<td>Grounds, FPM</td>
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<td>Bob Delay</td>
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<td>Russ Ranard</td>
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<td>Systems</td>
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<td>Materials Management</td>
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<td>Gail Hamilton</td>
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<td>Anatoliy Petriyenko</td>
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<td>Trades and Construction Supervisor, CPC</td>
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<td>Steve Rounds</td>
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<td>Assistant Director, CPC</td>
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Ad hoc Attendees:

Raychel O’Hare  Student Worker, Environmental Health & Safety

AGENDA

Roll Call and Review July Minutes

- Minutes reviewed, no changes

Review of July Action Items

- Leslie – Cigarette butt removal and hot spots - Will ask Steve to contact Julie Weissbuch Allina, briefly talked to Steve and was told that picking up cigarette butts falls under John LaDu.
  - ~8 times in the past month there have been cigarette related fires. Suggestion to possibly use bigger bark instead of fine/more flammable bark.
- Karen – follow up with Jon Davis to see if fire reporting information is being sent to Julie.
- Remember you can email tfu@pdx.edu to report smoking hot spots
- Karen – Started looking at additional loading dock doors, will continue to do an assessment and put in work orders for clearance tape as needed.
- Karen – Reviewing dumpster access and will continue to assess safety concerns.
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- Leslie – People leaving large heavy equipment/trash in front of dumpster instead of asking for help, putting in work order, etc. Makes it hard to access area. Don’t know if material is being stored or needs to be put in dumpster. Maybe signage (number to contact) or training (etiquette, calling in when dumpster is full, locking gates after 3:30pm).

- Karen – Compiled Landscape Yard inspection feedback and passed on to John and Steve, asking them to review and give feedback. Viron also has a copy per his request.

- Karen – Student asbestos awareness training and exposure concerns. Checked with Cary and Ruben who were working to make sure students got that training. Training was scheduled for the week of 7/18.

- Karen – Talked to Ruben about IRS clean room use and he will be following up with them about concerns.
  - Additional concerns: Hatches and doors need to be labeled, glove bags are being overfilled – Karen to discuss these concerns with Ruben as well

Recent Incidents/Injuries

- Contractor related
  - MCB – Indoor air quality concern during marker board paint application. Concerns raised about ventilation and safety for the people inside the area. Work was stopped to evaluate SDS and more caution needed, fans/ventilation increased, area sealed off, workers with respirators, work scheduled for early morning.
    - Karen didn’t review pre-task plan because Fortis has their own safety person that reviews their subcontractor’s plans
    - Steve to mention to Quinn to be checking for plans
  - HGCDC – Worker cut their hand. Karen has not received any paperwork yet. Steve said the worker received stitches and is back at work but does not know what they cut themselves on.

- Vehicle accident/no injury – Gail to provide Karen a copy of the report. Student was delivering material to FAB, and dock was full so he went to south side of EB near double doors, backed into curb/handrail and broke up area. Steve put caution tape and cone to notify that the handrail is not sturdy. Gail is working on having this fixed.
  - Discussion: Make sure students who will be driving have adequate training for tying things down and flagging, maybe take a practice drive especially with backing up, tight spaces, no cell phone use
  - Overall discussion on driving and whether training is needed, possible student driver training, vehicle use (gators) on sidewalks, pedestrian right-of-way.
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- Campus vehicle policy is being worked on. Karen will check on status.
  - Housing – Recent injury - Worker was looking for a lightbulb in a storage area and cut themselves on a piece of broken glass that was waiting for disposal, went to OHSU and received stitches, pictures of the area taken for investigation
    - Procedure needed for storage and disposal of broken glass
    - Karen to follow up on injury and provide more information at next meeting

**Six-month injury pie charts** (Summary attached for January through June 2016)
- Broken down by department, including contractors
- Thirteen total, only four reportable injuries for OSHA tracking requirements
- Repetitive strain (1) – shoveling during ice event in January
- Slips/trips/falls (2) – fall from ladder, trip on KMC roof conduit (contractor)
- Soft tissue (1) – injured while putting material into dumpster
- First aid (3) – stick in eye, cut finger on idling hedge trimmer, mail cart landed on foot at loading dock
- Cuts (2)– cut finger on sharp metal of appliance, contractor stepped on nail
- Inhalation (4) – three reports filed due to concerns about potential asbestos exposure and potential chemical inhalation. Also, subcontractor at Peter Stott renovation project cut into asbestos containing pipe insulation, resulting in full decontamination and abatement of area.
  - This has been discussed before – very important for contractors to know where asbestos containing material is located, clearly identify the areas and communicate with their crews
  - Reminder: If you pop up a ceiling tile and see debris on tiles, assume it’s hot (asbestos), and contact Ruben or EHS.
- Note: Additional information about these injuries can be found in past safety committee meeting minutes.

**Safety Concerns/Discussions/Announcements**

- Gail and Karen to discuss HGCDC carriage house project

**Action Items**

- Leslie – Cigarette butt removal and hot spots - Will ask Steve to contact Julie Weissbuch Allina
- Karen – Follow up with Jon Davis to see if information about fires potentially started by cigarettes is being provided to Julie.
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- Karen – Reviewing dumpster access and will continue to assess safety concerns.
- Karen – Talk to Ruben about additional asbestos abatement concerns (hatch/door labeling, full glove bags)
- Gail – Provide Karen a copy of vehicle accident report
- Karen – Follow up on status of campus driving policy
- Karen - Follow up on glass injury

Meeting Adjourned 8:33 a.m.

Next meeting/inspection: September 13th, 2016 at 7:30 am
Facilities & Construction Injuries, January - June 2016

**Injuries by Department - 13 Total**

- Building Maintenance 0%
- Capital Projects & Construction 23% (3)
- Electrical 0%
- Landscape 15% (2)
- Contractors 23% (3)
- Systems 39% (5)
- Zone Maintenance 0%

**Injury Types**

- Slips/Trips/Falls 15% (2)
- Possible Inhalation 31% (4)
- Cuts/Abrasions 15% (2)
- First Aid Only 23% (3)
- Repetitive Strain 8% (1)
- Soft Tissue 8% (1)
- Lifting 0%