FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
January 10, 2017 at 7:30 am

<table>
<thead>
<tr>
<th>Representatives</th>
<th>Present?</th>
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<tbody>
<tr>
<td>Karen Barnack</td>
<td>✓</td>
<td>Jay Cunningham</td>
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<tr>
<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>Mark Thomas</td>
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<td>Zone Maintenance, FPM</td>
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<td>Electrical, FPM</td>
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<tr>
<td>Jim Carney</td>
<td></td>
<td>Leslie Walters</td>
<td>✓</td>
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<td>Housing Maintenance, FPM</td>
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<td>Grounds, FPM</td>
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<tr>
<td>Bob Delay</td>
<td>✓</td>
<td>Edward Reed</td>
<td>✓</td>
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<td>Systems</td>
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<td>Materials Management</td>
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<tr>
<td>Gail Hamilton</td>
<td>✓</td>
<td>Anatoliy Petriyenko</td>
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<td>Trades and Construction Supervisor, CPC</td>
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<td>PHC</td>
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<tr>
<td>Steve Rounds</td>
<td>✓</td>
<td>Alex Sanchez</td>
<td>✓</td>
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<tr>
<td>Assistant Director, CPC</td>
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<td>Telecom Associate Director</td>
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<td>Ad hoc Attendees:</td>
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<tr>
<td>Gabrielle Cooper</td>
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<td>Student Worker, Environmental Health &amp; Safety</td>
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<tr>
<td>Jon Davis</td>
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<td>Fire Life Safety, EHS</td>
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<tr>
<td>Lindsay Henderson</td>
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<td>Research Safety, EHS</td>
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AGENDA

Roll Call and Review November Minutes

- Introduce new member - Edward Reed, taking Russ’s place on committee, Materials Management representative

Review of November Action Items

- Jon – Create fire protocol to address small smoldering fires.
  - Working with HR before implementing procedures. Grounds crew will receive training for extinguishing smoldering fires.

- Karen – Discuss dumpster disposal practices and safe procedures with Materials Management. Forward JHA dumpster safety procedures to safety committee members for further review. Follow up with Joe for after hour dumpster access by PHC. DONE
  - Karen to add glove types to safety procedures
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- Proposed dumpster yard layout – Add possible landings, ramps, and steps for night disposal.

- Karen – Update on job hazard analysis and procedures for glass disposal.
  - Specialized window/door anchor for window replacement at Ondine
  - Specialized glass disposal containers still under review
  - Glove type to be added

- Karen – Send link to vehicle safety policy draft for questions/comments. DONE

- Karen – Look into Google doc share link for upcoming committee agenda and sharing other documents with safety committee
  - Google shared drive folder created
  - Meetings are also posted on EHS website and on elevator bulletin board, USB first floor

- Karen - Research what is required for powder actuated tool training.
  - OSHA: In house training can be done based on manufacturer’s operating instructions
  - It was noted that the Systems crew might also need this training.
    - Karen to send information to Noel.

**Recent Incidents/Injuries**

- Contractors:
  - Adjusting debris in drop box for proper height, while moving old door frame it spun and cut their hand, requiring stitches
    - Cut resistant gloves were worn, frequent type of injuries for dumpsters, will use mechanical means to compress debris
    - Glove type review for PSU staff is underway

- Slipped on stair tower steps when walking to morning stretch and flex, sprained ankle
  - Grip tape added to stair treads

- Tripped on all thread and punctured their boot while falling onto more all thread causing minor foot injury
  - Improve housekeeping, all thread was cut flush with surface
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• In-house:
  • Employee shopping in USB storeroom stepped on dowel and fell
    backwards as the dowel rolled. Dowels are not carried in storeroom.
    ▪ Preventative measures: Improve housekeeping
  • Inclement weather: Worker slipped and sprained ankle while spreading
    ice melt.
    ▪ Karen will follow-up further on incident
    ▪ Discussion at crew meeting included: use of the buddy
      system, sign out sheet, vests for visibility
    ▪ Safety Committee discussion: Training needed for gator
      users, improve ice melt distribution, better winter insulated
      gloves, hand warmers, and gloves for ice melt

December Inspections: EB penthouse and Ondine Housing Shop

• Group #1 Engineering penthouse: Needs minor cleaning, panel clearance, ladder
  mounting, improve storage, sprinkler heads need adequate clearance, replace
  burned out lights, review rooftop fall hazards.
  ▪ Karen – Working on fall protection plans for roofs, anchor point
    inspections, training, guardrails, parapet walls
  ▪ Before roof top work – always check in with Karen
  ▪ Noted that Karen should assess the University Place and UCB rooftops

• Group #2 Ondine Housing Shop: Clear pathways, secure shelving, add
  flammable storage, ladder storage, and emergency lighting
  ▪ Gail - City requirement: all equipment over 80” requires seismic bracing

Safety Concerns/Discussions/Announcements

• Suggestions for Safety Break in May
  ▪ Scott and Karen planning – More choices for food? Suggestion for burrito
    bowls.
  ▪ Why do you work safely bulletin boards.
  ▪ Safety awards and nominations. (Similar to Mike Irish awards)
• Peter – Upcoming CPSO training in January, 3 sessions
• Bob – Concern about air from drilling causing dust to stir that may contain
  asbestos.
  ▪ Karen to discuss with Cary
• Bob – Question about EPA requirements for competent person.
  ▪ For asbestos concerns and questions, contact Tim Wright: tdw@pdx.edu
Action Items

- Karen – Provide powder actuated tool training information to Noel
- Karen – Add glove types to safety procedures for dumpsters and glass handling
- Karen – Follow up further on inclement weather slipping incident
- Karen – Provide Safety Committee inclement weather recommendations to Snow Plan team
- Karen – Assess University Place and UCB rooftops
- Karen – Follow up with Cary Morris and Tim Wright regarding asbestos concerns and questions
- Discuss 2017 Goals – next meeting

Meeting Adjourned 8:47 a.m.

Next meeting: February 14, 2017 at 7:30