AGENDA

Roll Call and Review September Minutes

- September minutes approved with no changes
- Meeting minutes continue to disappear from the downstairs bulletin board. As a reminder, they can be obtained from the EHS website or from a safety committee member who has access to the Google share drive. Update the note on the bulletin board for how to obtain meeting minutes.

Review of Action September Items

- Suggested mission statement/purpose/charter for committee – Chris, Mark, Karen, Jay work on proposed charter ideas – Overview in meeting
  - Proposed changes shared with committee members.
  - Think about mission statement wording
  - Members have access to comment and edit on Google drive, or provide comments to Karen.
Karen – Post scaffolding procedures sign on cage.
   o Members reviewed and commented on proposed sign. Changes will be made, and sign will be posted. – Karen, Gabrielle
   o Put inspection tags in cage. - Chris

Karen – Put in work order for landscape yard signs for PPE and safe procedures
   o Comments: Hard to keep track of people using the dumpsters, unidentified workers/departments use unsafe disposal procedures. Referring safety concern to the Campus Safety Committee.

Karen – Discuss possible future abatement around the circumference of light fixtures in Cramer Hall with Tim Wright and Mark Fuji, in relation to scope of upcoming Cramer Hall renovation project
   o Schematic Design for Cramer Hall remodel is under review. Tim Wright is reviewing the asbestos abatement section.

Karen – Follow up on boom lift procedure in regards to Chris’ concern on the new small lift being used without spotters
   o Reference OSHA Letter of Interpretation: “…operators of an aerial lift bucket can look over the side of the bucket and see whether or not someone is working beneath them and close enough to be endangered by downward movement of the bucket. Therefore, it is our view that the most effective method for protecting employees from the hazard at issue is for the employee to ensure, through appropriate training and supervision, that aerial lift operators exercise the same caution when moving the bucket that is expected of them when they are moving the (aerial lift) truck. That is, that they do not move the bucket unless they can see that it is safe to do so.”
   o Discussion/concerns: Rotating LED lights are currently used along with the lift’s audible alarm. Make sure to use cones and caution tape around the lift for general-purpose use on campus. Operators receive training. Use caution when moving lift and look all around before moving lift. Move slowly.
   o Safety Committee recommendation for Karen Powell and Ron Blaj: Spotter to be used for small lift when traveling in high pedestrian areas and when traveling across streets.

Karen/All members – Discuss at crew meetings the Safety Committee recommendation to use 60lb or less bags of concrete for safe lifting
   o Discuss awareness and personal judgment regarding the ordering of heavy objects/materials for projects in crew meetings
FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
October 10, 2017 at 7:30 am

- All members – Show samples of tinted/UV safety glasses to co-workers and provide feedback at next meeting so that Stores can begin stocking them.
  - Temple/ear pieces are too large to attach a lanyard
  - Polarized might be better, but tinted is fine

Recent Incidents/Injuries

First Aid Only
- Student worker pushing hand truck tried to catch a mail tub that was falling and sliced their hand on a protruding nail/screw from the hand truck.
  - Corrective actions: Bolt was cut flat and taped to protect from sharp edges.
    - Provide bungee cords to secure the mail tubs
    - Obtain new handle adjustment screws for hand carts
    - Consider other cart types when they get replaced, such as wider base and larger wheels
- Employee leaned against a plastic sawhorse, which collapsed, and employee fell.
  - Improper sawhorse use. Karen to follow-up with employee further.

Injuries/Medical Treatment
- Two subcontractors were cutting pipe. During the removal, the cutter released the pipe unexpectedly and did not secure the pipe as intended. The second individual tried to support the weight of the pipe and strained/tore their right bicep in the process. It was then discovered the pipe was nearly full of sludge, which made the pipe much heavier than anticipated.
  - Corrective action by contractor: Cut small piece of pipe first to access what’s inside and then remove piping in smaller sections
- Employee removed caution tape and got stuck by a sewing needle which was stuck in the knot.

Near Miss
- Contractors were observed using ladder and fall protection incorrectly. This was addressed with the contractor and the Project Manager.
- Improper use of scissor lift while working above ceiling. Contractor was viewed standing on top of scissor lift guardrails. This was addressed with the contractor and the Project Manager.

October Inspection Findings – KMC mechanical spaces
- Tripping hazards
- Fire door open with wedges
- Note to add backflow devices in janitor closets
- Overhead hazards from low piping/obstacles
FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
October 10, 2017 at 7:30 am

Rounds: Safety Concerns/Discussions/Announcements

Erica – Passed out New Employee Safety Training checklist, supervisors keep them as a calendar reference.

Gabrielle – Nothing to report

Edward – Getting a dumpster at the loading dock. Wear appropriate PPE and use cones at the sidewalk, as needed.

Mark – Nothing to report

Jay – Raised a concern regarding ladder use by students.
  - Discussion: Use spotters when needed, ladders should not be used on unstable ground. Secure ladders at the bottom and top for extra support. Sometimes it is better to use a scissor lift or boom lift. All students are getting ladder safety training. Reiterate ladder safety in crew discussions.

Leslie – Specialized training may be needed for landscape crew for orchard ladders. Erica to research and find safety training.

Chris – Nothing to report

Karen – Nothing to report

Action Items

- Gabrielle – Add locations on bulletin board as to where a person could acquire Safety Committee Meeting Minutes
- Karen & Gabrielle – Add scaffolding procedure sign comments and post in cage
- Karen – Put in work order for landscape yard signs for PPE and safe procedures
- Erica – Add dumpster safety and safe disposal procedures to the Campus Safety Committee agenda as many PSU departments use the dumpsters.
- Erica – Look into orchard ladder safety training materials
FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
October 10, 2017 at 7:30 am

- All – Review and comment on mission statement for Safety Committee web page.

- Karen – Provide Safety Committee recommendation to Karen Powell and Ron Blaj regarding use of a spotter for the small boom lift.

Meeting Adjourned: 8:25 am

Next meeting: November 14th, 2017 at 7:30 am