Representatives | Present? | Representatives | Present?
--- | --- | --- | ---
Karen Barnack  
Facilities & Construction Safety Manager, EHS | ✓ | Jay Cunningham  
Building Maintenance | ✓
Peter Stuart Ward  
CPSO |  | Brady Ostergren  
Carpenter, FPM | ✓
James Muir  
Zone Maintenance, FPM | ✓ | Mark Thomas  
Electrical, FPM | ✓
Jim Carney  
Housing Maintenance, FPM | ✓ | Leslie Walters  
Grounds, FPM | ✓
Bob Delay  
Systems | ✓ | Edward Reed  
Materials Management | ✓
Gail Hamilton  
Trades and Construction Supervisor, CPC | ✓ | Anatoliy Petriyenko  
PHC |  
Steve Rounds  
Assistant Director, CPC | ✓ | Alex Sanchez  
Telecom Associate Director | 

Ad hoc Attendees:

Gabrielle Cooper  
Student Worker, Environmental Health & Safety

AGENDA

Roll Call and Review January Minutes

- No changes

Review of January Action Items

- Karen – Provide powder actuated tool training information to Noel – Done
- Karen – Add glove types to safety procedures for dumpster and glass handling
  - Gabrielle – Glove inventory by type and recommended use in progress
  - Request from committee to post glove document on bulletin board
- Karen – Follow up further on inclement weather slipping incident from December
  - Worker twisted ankle when stepping on uneven ground not visible under snow.
  - Contributing factor: Worker was carrying 50 pound bag of ice melt on his shoulder. Corrective actions: Create new methods for transporting ice melt, stage more ice melt at residence halls, reflective vests for night work, buddy system
KAREN – Provide Safety Committee inclement weather recommendations to Snow Plan Team
- Karen summarized the Safety Committee recommendations, as well as recommendations from crew meetings, into one document and provided the information to the Snow Plan Team and Emma Stocker, Emergency Management Assistant Director. The document is in the Safety Committee share drive folder.

KAREN – Assess University Place and UCB rooftops – to do

KAREN – Follow up with Cary Morris and Tim Wright regarding asbestos concerns and questions. Done, Tim and Heather to attend next Systems Crew meeting.

Recent Incidents/Injuries

- Contractors:
  - Near miss: Skidsteer made contact with elevated scissor lift
    - Full near miss review by contractor, stand down meeting. Cause: Lack of spotter in a congested work area, not following protocol or pre-task plan.
    - Committee discussed importance of pre-task planning and following the plan.
  - Near miss: During manual leveling of scissor lift, lift tipped, making contact with pedestrian protection scaffolding. Cause: operator error due to location and orientation of controls. Contractor has instituted multiple corrective actions and changes in their procedures, including labeling controls and updated inspection checklist.

- First Aid:
  - Student loading large heavy object into truck pinched their hand between truck bed and object, did not take time to put on gloves as it was a quick task.
    - Corrective actions: Wear appropriate PPE, ensure proper lift training, plan the move prior to starting task.

- Inclement Weather:
  - Worker tripped and fell forward landing on face (first aid)
    - Adequate lighting, no trip hazards found after snow and ice had melted. Presume employee tripped on chunk of ice or snow on sidewalk.
  - Slip on slight incline with ice and snow on Cramer roof while clearing downspouts (no injury)
    - Walking mats don’t help under ice, no cleats allowed on rooftops
FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
February 14, 2017 at 7:30 am

- Corrective actions: Improve communication and training about working on rooftops during inclement weather. Add rooftop work to snow plan and safety assessment.

  - Worker while operating gator hit a snow covered curb with edge of plow blade, lurched forward causing a sprained arm from stopping forward motion with arm.
    - Corrective actions: Improved visibility through windshields needed, seat belts, gator and snow plow training.

  - Employee slipped on metal grating covering swales between CH and SMSU, fell forward, stopped the impact with their right hand (no injury)
    - New employee did not know campus was closed due to freezing rain
    - Distracted, not looking forward
    - Corrective actions: John Ladu – Adding non-slip coating to a trial section of grates. Utilize caution tape as needed during weather events. Continue to request staff to subscribe to campus alert system.

  - Corrective actions from inclement weather incidents were also added to the recommendations to the Snow Plan Team.

2016 Injury Report for FPM and CPC

- Refer to attached charts. Thirty-two total injuries for 2016. This includes CPSO, Telecom, and contractors. Ten were for contractors. Of the 22 remaining, 9 were student worker injuries, 41%. Large percentage of students- stress importance of safety, training and proper personal protective equipment. 12 out of 22 were recordable injuries that resulted in medical treatment or lost time. Remaining - 7 were first aid only and 3 were possible inhalation. 67% of recordable injuries (8 out of 12) were for soft tissue, strain and sprain injuries. Of the 22 injuries, 3 were related to slips, trips and falls, and all 3 were recordable injuries.

- Committee discussion: Request to remove contractors and update chart, see attached. Is there a way to calculate FTE vs. student worker hours for 2016? How do we compare to other universities? Is there a pattern for time of day? Suggestion to have Heather share injury reports during student worker training. SAIF is scheduled to come out and assess dumpster area at landscape yard to assist in identifying ways to reduce strain/sprain injuries.

March Inspection Location

- Committee discussed the location of March’s inspection. Suggestion to inspect EHS work areas, specifically at WHP, SRTC and USB basement. Karen to discuss with Heather and schedule inspection.
FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
Feburary 14, 2017 at 7:30 am

Safety Concerns/Discussions/Announcements

- Peter – Dogs not on leashes – Peter absent, hold until next meeting
- Gator training for anyone who drives. Verify it is in the safe driving policy.
- Question about length of Committee meeting. Tend to run over allotted time. Karen to discuss with Ron Blaj and Karen Powell.

Action Items

- Karen – Update on adding glove types to safety procedures for dumpster and glass handling
- Karen – Assess University Place and UCB rooftops
- Karen – Update and post 2016 injury chart to Committee share drive
- Karen – Discuss with Heather about adding 2016 injury report to student worker training
- Karen – Schedule March inspection
- Karen - Verify gator training is in safe driving policy.
- Karen – Contact Karen Powell and Ron Blaj regarding meeting length
- Discuss 2017 Goals – Next meeting

Meeting Adjourned 8:47 a.m.

Next meeting: March 14, 2017 at 7:30