FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
April 11, 2017 at 7:30 am

<table>
<thead>
<tr>
<th>Representatives</th>
<th>Present?</th>
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<tbody>
<tr>
<td>Karen Barnack Facilities &amp; Construction Safety Manager, EHS</td>
<td>✓</td>
<td>Jay Cunningham Building Maintenance</td>
<td>✓</td>
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<tr>
<td>Peter Stuart Ward CPSO</td>
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<td>Brady Ostergren Carpenter, FPM</td>
<td>✓</td>
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<td>Alex Sanchez Telecom Associate Director</td>
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<td>Mark Thomas Electrical, FPM</td>
<td>✓</td>
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<td>Jim Carney Housing Maintenance, FPM</td>
<td>✓</td>
<td>Leslie Walters Grounds, FPM</td>
<td>✓</td>
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<td>Bob Delay Systems</td>
<td>✓</td>
<td>Edward Reed Materials Management</td>
<td>✓</td>
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<td>Gail Hamilton Trades and Construction Supervisor, CPC</td>
<td>✓</td>
<td>Anatoliy Petriyenko PHC</td>
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<td>Steve Rounds Assistant Director, CPC</td>
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**Ad hoc Attendees:**

Jon Davis, Environmental Health & Safety

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**AGENDA**

**Roll Call and Review March Minutes**

- No changes

**Review of March Action Items**

- Karen – Provide UP roof fall hazard assessment to Kyle, Laurel, and Karen P.
  - Systems crew exposure – controls are located on parapet side of equipment. Karen to add information to UP roof fall hazard assessment.

- Karen – Continue fall hazard assessment on Upper UCB rooftop.
  - This will be added to the list of roofs to be assessed by a consultant.

- Steve – Check in with Francis McBride about assisting with gathering information on roof tie-offs.
  - Francis is working with John Ladu on roof condition assessments.
  - Steve to work with Karen on NH roof design and tie-offs. NH rooftop fall hazard assessment has already been completed by a consultant.
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- Karen – Check with Heather to ensure CPC and MM student workers are receiving EHS Student Safety Orientation trainings
  - Yes, no new students lately.
  - Karen to discuss at CPC Staff meeting the best method for EHS to receive notice of new student workers.
  - Suggestion to include information about PSU safe driving policy in orientation. Karen to pass suggestion on to Heather.

- Karen – Is PHC covered by the PSU safe driving policy?
  - No, they do not operate PSU vehicles. PHC has their own safety driving policy and do their own training. Will consider adding information to contract language in the future, such as a requirement to follow a program at least as safe as ours.
  - PSU safe driving policy is now up on EHS website. Risk Management is working on a communication plan for the new policy. Supervisors are required to train students and document the training.

- Gabrielle – Add 2016 injuries chart by time of day
  - Chart is completed and available on the committee’s google share drive. There is a pattern for before and after lunch injuries.

- Karen - Is there a requirement to have color coding on extension cords and cords checked quarterly? What is PSU’s practice?
  - Color coding is only one option for identifying inspected cords. Requirement for quarterly inspections is for certain types of extension cord use. This will be discussed at the next Electrical Safety meeting.
  - Extension cords should be inspected before use for: defects such as loose parts, deformed and missing pins, damage to outer jacket or insulation and for evidence of internal damage such as a pinched or a crushed outer jacket. Damaged cords should be replaced or repaired and tested.
  - Each department can order GFCI pigtails for their use.
  - Bob – Saw a damaged cord in use at the WHP for scissor lift. Karen to follow-up.

- Suggestion for briefing at New Student Orientation about construction projects on campus.
  - A representative will be attending the next CPC Staff meeting, and we can discuss it then.
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- Karen – Check with Cary Morris about backflow device for 4th floor USB.
  - Karen contacted Cary, John Ladu and Joe Dahmen. This has been turned over to FPM to address. USB, Broadway, and the Art Building will all be receiving one device per building for mix stations. Three locations in Ondine have also been passed on to them. If you should come across a place that needs one, please submit a work order to Systems.

Recent Incidents/Injuries

- Student worker was pruning a bush when the pruners slipped from their right hand, employee reacted and grabbed pruners with left hand, cutting through left hand glove. First aid only. Raining at the time, grip worn on old tool. Corrective actions: New tool with improved grip is available. Supervisor to evaluate cut resistance level of gloves worn for pruning.

- Student worker picking up branches in landscape bed, slipped on a tree root. While regaining balance, felt a pop in their shoulder. Wearing proper footwear, wet and slippery surface, rushing as it was close to lunch. Corrective actions: Increase awareness of trip hazards, uneven surface when working in landscape beds. Don’t rush, take time to work safely.

- Student worker sat on an unstable A-frame dolly cart, cart flipped and student was hit in the back. First aid only. Corrective action: Do not sit on unstable surfaces or equipment.

March Inspection

- SRTC waste lab: secure cabinets, cords behind desk, some clutter in storage areas and walkways
- WHP EHS yard: anchor shelving, grip tape on ramp, electrical crew to secure light poles
- USB universal waste storage area: suggestions for bulletin board and training for crew on how to sort materials, suggest cleanable linoleum floor and container for e-waste

Safety Concerns/Discussions/Announcements

- Peter – Dogs not on leashes (absent - next meeting)
- Bob – Concern about flammable material use in the Art Building Annex, downstairs. Jon Davis to evaluate.
FACILITIES AND CONSTRUCTION SAFETY COMMITEE MEETING  
April 11, 2017 at 7:30 am

**Action Items**

- Karen – Provide UP roof fall hazard assessment to Kyle, Laurel, and Karen P. Add information about systems crew exposure where controls are located on parapet side of equipment.
- Steve - Coordinate with Karen on NH roof design and tie-offs.
- Karen - Discuss at CPC Staff meeting the best method for EHS to receive notice of new student workers in CPC and MM.
- Karen – Pass on suggestion to Heather to include information about PSU safe driving policy in orientation.
- Karen – Follow-up on potentially damaged cord in use at the WHP for scissor lift.
- Karen - Suggestion for briefing at New Student Orientation about construction projects on campus. A representative will be attending the next CPC Staff meeting, and we can discuss it then.
- Jon – Follow-up on concern about flammable material use in the Art Building Annex, downstairs.

**Next meeting:** May 9, 2017 at 7:30