AGENDA

Roll Call and Review July Minutes

- July minutes approved with one change

Review of July Action Items

- Karen – Share Campus Safety Committee charter (mission statement) on google share drive – Done

- Karen - Update on University Pointe roof concerns.
  - Rick, Cary and Dale gathered information for assessment. Cary is gathering further information from crew about possible access by students to roof.

- Gail – Ask Anne to order weatherproof tags for scaffolding inspections. Done.
  - Notes: get reusable/hardier tags later on
  - Tags for scaffolding located in Gail’s office
FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
August 8, 2017 at 7:30 am

- Chris – Discuss with Ron about access to scaffolding; clarification on a separate lock system.
  - Currently locked with a common key
  - Sign is up about check out and checklists are posted at cage
  - Karen - check signage on cage.

- Karen – Design/acquire PPE sign and dumpster procedures to place in the landscape yard.
  - Draft signs in progress were reviewed with the Committee
  - Suggestions for a North side sign and South side sign
  - Karen create work order for signs

- Karen – Update on implementing a preventative maintenance program for equipment.
  - Upcoming EHS consultant project; to be discussed further after consultant report

- Karen – Ask Jon Davis to discuss the requirements for posting evacuation routes at the next Safety Committee meeting.

- Karen – Discuss possible future abatement around the circumference of light fixtures in Cramer Hall.
  - Discuss with Tim Wright and Mark Fuji regarding scope of Cramer Hall renovation projects.

Recent Incidents/Injuries

First Aid
- Ladder was leaning improperly on wall; ladder started to fall and was caught by another student who injured their arm stopping it.
  - Corrective actions: Discussed proper ladder storage procedures.

- An employee was working from the lowest step of a 2 foot ladder. When they stepped off the ladder, they stepped onto plastic sheeting that was left by a contractor who was working in the same space. Employee fell on their left side.
  - Corrective actions: Ensure communication between different trades working in the same area. Improve housekeeping. Awareness of surroundings; check before starting down and stepping off ladder.

- Student worker assisting with the removal of broken window glass lightly punctured thumb through the glove. Looked for cut resistant gloves, but used puncture resistant gloves as cut resistant gloves were unavailable.
  - Corrective actions: Supervisor acquiring additional cut resistant gloves. Training needed for proper glove use according to task and glove limitations.
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Property Damage
- An employee driving a gator backed into a CPC truck in the landscape yard. – Karen update at next meeting.
- A second incident was mentioned during the meeting of a bobcat backing into a truck.

Near Miss
- Sub-contractor observed standing on Green Zebra glass awning with no fall protection.
  - Corrective actions: Discussion with contractor concluded with the use of a lift for future cleaning projects.

Mission statement/purpose/charter for committee
- Suggested overall statement to include the responsibility of Committee members in regards to their departments and PSU safety.
- Short charter to be added to EHS Facilities and Construction Safety Committee website.
- Chris, Mark, Karen, Jay to work on proposed charter
- Committee member names are already listed on the EHS website

Rounds: Safety Concerns/Discussions/Announcements

Mark – Nothing to report
Alex – Nothing to report
Jim – Nothing to report
Gabrielle – Nothing to report

Erica – Safety training: Best time for annual training
  - Jim - Housing: In late fall (October)
  - Chris - CPC: Spring

Edward – Designate training areas ahead of time (ex: forklift training), cone off area. Stores can to order sample PPE (glasses, glove etc.) for department use as needed.

Brady – Due for fall protection training. In need of new prescription safety glasses - talk to supervisor. Karen to clarify replacement time frame for prescription safety glasses.

Chris – Contractor language barriers, should have at least one fluent English speaker on contractor crews for safety reasons.
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James - Nothing to report

Jay – Nothing to report

Karen –
  • Driver Authorization Program in effect on EHS website. Brady - Questions regarding how to pull vehicle records, comply, and verify crew members. Karen to obtain further information.
  • Karen identifying/inspecting fall protection equipment for departments. Departments buy their own harnesses.
  • Boom lifts/fall protection – replace shock-absorbing lanyards with self-retracting life lines.

Action Items

  • Suggested mission statement/purpose/charter for committee – Chris, Mark, Karen, Jay work on proposed charter ideas

  • Karen – Check cage for scaffolding signage

  • Karen – Put in work order for landscape yard signs for PPE and safe procedures

  • 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

  • Karen – Update on vehicle incidents

  • Karen – Clarify replacement time frame for prescription safety glasses

  • Karen – Response to questions about the Driver Authorization Program, how to pull vehicle records, comply, and verify crew members.

Meeting Adjourned: 8:26 am

Next meeting: September 12th, 2017 at 7:30 am