AGENDA

Roll Call and Review October Minutes

- December minutes approved with no changes
- Looking to fill Systems committee member position

Review of December Action Items

- All – Extra funding came in for safety signage. Notify Karen of any needed signage around campus. Karen check with Ernest in Campus Planning Office on PSU signage requirements

- Erica – Add OSHA Ladder Safety Fact sheet on EHS training site – In Progress
  Send fact sheet to Leslie - Done

- Karen – Provide Safety Committee recommendation to Karen Powell and Ron Blaj regarding use of a spotter for the small boom lift. – Pending
FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
January 9th, 2018 at 7:30 am

- Erica – Revise gator snowplow operation checklist with committee comments. – Done
  o Training in progress
  o Checklist filled out day of event

- Karen – Students in Materials Management removing bookshelf and bookcase brackets. Review potential asbestos exposure concern with Tim Wright and Edward – Karen to discuss further with Tim and Erica

- Unsafe ladder in SEC mechanical room (crushed aluminum top). Wooden ladder in Ondine basement lab.
  o Aluminum ladder is gone
  o EHS to follow-up on wooden ladder

- Erica – Send Leslie an invite to the next Campus Safety Committee meeting to discuss dumpster safety and concerns – Pending until dumpster site redesign

- All – Review and comment on mission statement for Safety Committee web page. – Revisit at later date

USB Systems Shop Inspection Findings

- Extension cords should be inspected and replaced as needed
- Secure cabinets
- Grinding wheels out of adjustment
- Flammable materials storage needs segregation.
- Canisters need to be secured in storage area.

Recent Incidents/Injuries (November/December)

First Aid
- Removing tile from wall using roto demo hammer, chipping upward at 48” high, a larger chunk of about 4 pieces fell at once landing on employee’s left wrist under the glove cuff causing laceration to left hand.
  o Employee was wearing leather gloves with wrist protection, mask, and goggles.
  o Corrective actions: Demo working from top down to prevent falling debris on arms and hands. Consider using baker scaffold or work platform when feasible. Use gauntlets instead of long sleeves to protect arms from tile shards.
• Lifting a PTAC (packaged terminal air conditioner) into place when its handle broke, unit dropped and cut worker’s hand.
  o Tight space, awkward position between bed and PTAC unit, bed could not be moved. Worker not wearing gloves.
  o Corrective actions: Wear gripping gloves and use two people to lift unit

Follow-ups
• While unloading desktop surfaces from a panel cart, two workers off-loaded the surfaces from one side of the cart, making it overloaded on the down hill side. The cart and load toppled onto a third employee’s back, who at the time had his back to the cart. Employee leapt to get out of the way, and the surfaces landed on employee’s heel/ankle.
  o Karen to follow-up with employee
• While moving a cabinet, employee turned back and hit their ankle on a co-workers hand truck.
  o Karen to follow-up with employee

**Rounds: Safety Concerns/Discussions/Announcements**

Brady – Dumpster area is too crowded on the landscape side to approach safely
  • Load from North side by opening gate; do not toss materials over gate
  • Use two person lift when needed
  • Work from the back of truck only if it’s safe to do so

Brady - Can we park between buildings?
  • Clean Air Corridor came up during safe driving work group
  • No idling in the clean air corridor
  • No one should drive through campus including contractors
  • Use for loading/unloading only when needed
  • Keep fire lane clear

Gail – Nothing to report

Mark – Nothing to report

Erica – Nothing to report

Edward – Nothing to report

Jim – Outside Montgomery there is a branch hanging down. Karen contacted Leslie.
Jay – Suggestion that truck racks should have ratchet straps. Discussion: Secure loads. Flag loads that extend beyond the truck bed.

Chris – Scaffolding has been red tagged, not to be used. Not a complete set; Missing parts.

Karen – Fire Drill false alarm tripped by contractor. After returning to building discussed importance of evacuating building until “all clear” is given, even when we think it might be a false alarm.

**EHS Transition Plan** until EHS Director and Fire Prevention Manager positions are filled.

Karen Barnack and Scott Jaqua will be sharing EHS leadership responsibilities. Karen will be the main point of contact for facilities and construction safety, and will work with Tim Wright and Erica Hunsberger. Scott Jaqua will continue to lead our research and teaching safety programs from our SRTC office, working with Lindsay Henderson and Tim O'Brien.

Fire Safety duties will be shared between Karen and Scott; Karen will be the point person for Hot Work and System Impairment permits. Scott will assist the City Fire Marshal with campus inspections, and will coordinate with FPM and CPC on needed corrections.

We plan to have a consultant assist EHS with some areas of facilities and construction safety for two days a week during this transition. Mark Willon with Safety Northwest has done occasional safety work for PSU for a couple of years and has decades of safety experience. He will assist with site safety plan reviews, pre-task planning, and general safety support.

**Action Items**

- Karen – Check with Ernest on PSU signage requirements
- Karen – Provide Safety Committee recommendation to Karen Powell and Ron Blaj regarding use of a spotter for the small boom lift. – Pending
- Karen – Students in Materials Management removing bookshelf and bookcase brackets. Review potential asbestos exposure concern with Tim Wright and Erica
- Karen – Follow up on wooden ladder in Ondine basement lab.
- Karen – Follow-up on two recent incident reports.

**Meeting Adjourned:** 8:20 am

**Next meeting:** February 13th, 2018 at 7:30 am