FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
October 11, 2016 at 7:30 am

Representatives Present? Representatives Present?
Karen Barnack ✔ Jay Cunningham ✔
Facilities & Construction Safety Manager, EHS Building Maintenance
Peter Stuart Ward ✔ Brady Ostergren ✔
CPSO Carpenter, FPM
James Muir ✔ Mark Thomas ✔
Zone Maintenance, FPM Electrical, FPM
Jim Carney ✔ Leslie Walters ✔
Housing Maintenance, FPM Grounds, FPM
Bob Delay ✔ Russ Ranard ✔
Systems Materials Management
Gail Hamilton ✔ Anatoliy Petriyenko ✔
Trades and Construction Supervisor, CPC PHC
Steve Rounds ✔
Assistant Director, CPC
Ad hoc Attendees:
Gabrielle Cooper Student Worker, Environmental Health & Safety
Jon Davis Fire & Life Safety, Environmental Health & Safety

AGENDA

Roll Call and Review August Minutes

- Minutes sent out by e-mail to committee members, no changes
- Reminder to representatives to report on safety committee items at crew meetings
- Please post minutes in their shop areas

Review of August Action Items

- Leslie – Cigarette butt removal and hot spots - Will ask Steve to contact Julie Weissbuch Allina
  ○ Steve is no longer with PSU. This is not a safety item, but something that was informational and will be removed from the action item list.
- Karen – follow up with Jon Davis to see if fire reporting information is being sent to Julie.
  ○ Jon will see if this can be implemented
  ○ Discussion: Last week a fire started while raining – FPM not responsible for putting out fires and/or smoldering bark. Call CPSO to put out small
FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
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fires. Appears to be confusion over departmental responsibility. Jon will create fire protocol.

- Gail – Provide Karen a copy of vehicle accident report
- Karen – Reviewing dumpster access and will continue to assess safety concerns.
  - Leslie – Unsafe dumpster disposal practices, smashing of large items, nails and screws have to be cleaned up
  - Karen will address with Materials Management and include them in safety procedures
- Asbestos abatement projects
  - EHS clarified project roles for large (KMC, Peter Stott – contractor), medium (CPC Project Manager) and small (EHS) projects.
  - Small projects include: pipe joints, damaged floor tile, boiler rooms, cleaning above ceiling panels.
  - For small projects, contact Tim Wright tdw@pdx.edu or 5-4328. Tim requests someone from facilities attend the walkthrough and provide a map and clear scope of work.
- Safe Driving policy still pending. Karen provided safety committee comments to Heather and Scott.

Recent Incidents/Injuries

- No September meeting, so more to report this month
- Contractor Related:
  - Subcontractor with Fortis in Stott Center had scheduled electric shutdown – received a shock from panel, panel was air gapped and checked to confirm no voltage.
    - Mitigate risk of back feed with ground straps and shut off all branch circuits in adjacent panels.
  - Near miss – contractor left valve open causing Cramer Hall basement to flood, water flooded next to medium voltage gear causing risk of electrical shock, Fire department was contacted, water bug system worked.
    - Incident review included: contractor not following Lock Out Tag Out procedures, improve project management oversight.
- Student Workers:
  - Student worker pushing mail cart with the end cap missing off of rail tube. Jammed thumb in tube causing a bruised and sprained thumb.
    - Missing end caps were replaced; supervisor will review timely reporting of injuries at student worker orientation.
FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
October 11, 2016 at 7:30 am

- Telecom student worker placed UPS (power supply) on slanted surface while getting keys from belt. Tapped the UPS with elbow and it fell on their foot smashing their toes.
  - Additional suggestions – Getting steel toed boots, how to handle heavy items orientation, possibly ask telecom employee to attend safety committee meeting.
  - Karen has been reminding Telecom crew to wear personal protective equipment on CPC in-house construction sites.
  - Karen will contact Alex Sanchez regarding personal protective equipment.
  - Karen has been looking into personal protective equipment safety policy expansion from CPC and FPM to include other PSU departments.

- Student worker in landscape yard throwing materials in dumpster from the outside (Northside), overhead throw strained their shoulder
  - Reminder to load materials from landscape yard side.
  - Ask for help. Use two people when needed.
  - Karen – Talk to Farhad about Materials Management dumpster access as well.

- Student worker cleaning up old heavy materials after flooding in Cramer Hall boiler room, caused minor wrist strain.
  - Equipment was available, not rushing, had training, help was available.
  - Reminder to all: ask for additional help when faced with large items.

- Student worker pushing heavy flat cart with concrete slab up ramp strained their calf muscle.
  - Miscommunication between workers, should have stayed at bottom for a forklift to pick up material.
  - Note – contractor should have hauled away concrete, not PSU employees.

- During demolition, student worker scraped and bruised thigh on sharp metal corner piece that bent and fell.
  - Followed up with Tetanus shot as student did not know about possible complications. Suggestion to ask more incident related follow up questions for safety concerns.
  - Ensure students know to report injuries in a timely manner.

- Six student worker injuries overall. Discussion: make sure students have proper tools and personal protective equipment, no rushing, job safety, clear instructions, knowledge about reporting injuries.
FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
October 11, 2016 at 7:30 am

• First Aid:
  o Worker cut finger in Hoffman Hall. No form received yet.
  o Officer while chasing suspect tripped, lost footing and bruised knees

• Karen provided additional information and photos from glass injury incident review:
  o Glass sticking out of garbage bin in St Helens housing storage caused an arm laceration in need of stitches.
  o Great discussion at housing crew meeting about creating safer work practices.
  o Include clean up time in work order, push glass back in storage, place rubber mat for easier cleaning instead of carpet, store glass properly, maintain clean & straight edges on glass panels, improve disposal procedures and containers.
  o Ondine glass shop: Create deeper storage, place rubber mat for easier cleaning, provide better disposal containers.
  o Karen – Job hazard analysis sheet and procedures in progress.
  o Ondine window pane replacements – 3-person job, wear harness and get fall protection training, barriers at street level.

Inspection results – Montgomery Housing Shop

• Many people came so we were able to split up.
• Findings will be summarized and provided to Rapha.

Safety Concerns/Discussions/Announcements

• Peter – Increase drug watch and needle lookout due to growing concerns on the East Coast regarding Fentanyl. Call CPSO if you see a white powder.
  o Peter sending more information to safety committee members.
• CPSO upcoming “potential conflicts with individuals” training. Matt Coleman will be scheduling for November.
• Inclement weather – John LaDu updating procedure. Reminder: Put/keep ice cleats in lockers.
• Jon – Fire prevention week flier hand out.
• Campus Beatification event and potluck tomorrow.
• Bob – An unreported incident in KMC: Subcontractor, Hydro Temp, had no by pass system which blew the refrigerant when they started up the heat exchanger.
  o Karen to follow up with Cary Morris.
FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
October 11, 2016 at 7:30 am

- Brady – Question about fall protection in scissor lifts. Not required in scissor lifts, but required in boom lifts.

**Action Items**

- Gail – Provide Karen a copy of vehicle accident report.
- Jon – Create fire protocol to address small smoldering fires.
- Karen – Will discuss dumpster disposal practices and safe procedures with Materials Management, and will add additional information in dumpster safety procedures.
- Karen – Contact Alex Sanchez regarding personal protective equipment for Telecom, and discuss if Telecom employee would like to attend safety committee meeting.
- Karen – Job hazard analysis sheet and procedures in progress for glass disposal.
- Karen – Looking into personal protective equipment safety policy expansion from CPC and FPM to include other PSU departments.
- Karen – Follow up with Cary Morris on unreported KMC incident involving subcontractor.

Meeting Adjourned 8:34 a.m.

Next meeting: November 8th, 2016 at 7:30 am