AGENDA

Roll Call and Review October Minutes

- October minutes approved with no changes

Review of October Action Items

- Gabrielle – Add locations on bulletin board as to where a person could acquire Safety Committee Meeting Minutes – Done

- Karen & Gabrielle – Add scaffolding procedure sign comments and post in cage – Done

- Karen – Put in work order for landscape yard signs for PPE and safe procedures – Funding came in for sign work orders, No Exit, Exit, Fall Protection Signs etc.

- Erica – Add dumpster safety and safe disposal procedures to the Campus Safety Committee agenda as many PSU departments use the dumpsters. – Done
FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
December 12, 2017 at 7:30 am

- Erica – Look into orchard ladder safety training materials
  - Erica add OSHA Ladder Fact sheet on EHS training site, send fact sheet to Leslie.

- Ladder safety discussion
  - If you see an unsafe ladder, please take it out of use. Karen has “do not use” tags in her office
  - When disposing of a ladder, please make it unusable by disassembling and disposing of parts
  - Unsafe ladder in SEC mechanical room (crushed aluminum top), a wooden ladder in Ondine basement lab, and a three legged ladder in Neuberger Hall, by 119
  - No aluminum ladders for electrical work

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

- Karen – Provide Safety Committee recommendation to Karen Powell and Ron Blaj regarding use of a spotter for the small boom lift. – Pending

**Recent Incidents/Injuries (October/November)**

**Potential Exposure**

- Employee entered a bathroom, which had been closed pending decontamination from possible MRSA bacteria. Employee had seen the “out of order” sign, and went in to assess any repairs.
  - Corrective action: Improve signage language “Do Not Enter. Contact EHS”

- Potential asbestos exposure reports submitted after carpet was removed during remodel project. Black mastic stuck to the back of leveling compound came up when the carpet was pulled up.
  - Corrective actions included: Identify and note all known acm in a specific building on the project plans. Post the info on the job board and include it in the pre-task plan. Use a combination of building surveys and EHS sampling before the project starts to identify acm. Provide additional training to all CPC staff on how to read building surveys and the limitations of building surveys.

**Injuries/Medical Treatment/First Aid**

- Employee strained shoulder while lifting a previously bolted dryer unit that had a hidden bolt which secured it to the stand
  - Corrective action: Support structure was modified, with no more hidden bolts.

- While pushing hand truck, it went right toward a slight slope on the sky bridge, and employee’s wrist was strained as the hand went with it.
  - Injury was not reported for 2 months.
  - Reminder to have workers fill out injury forms as soon as possible to prevent complications with medical treatment.
While recycling part of table, employee placed it on the dumpster edge, then pushed it in quickly with force. A handle underneath hit the edge of dumpster and the tabletop moved backward, hitting the employee on the left side of neck, causing bruising/bleeding.
  - Corrective action: Dumpster layout plan in process to improve dumpster access.

Employee was sawing a tree branch when they broke the rest of the branch in half with their foot. The propped up end came up and hit them in the face, causing a cut below their eye.
  - Employee was not wearing safety glasses
  - Corrective action: Supervisor and EHS to stress the importance of proper PPE and discuss further at next crew safety meeting. EHS will provide safety materials for landscape safety board.

Employee had climbed up on a duct to assess caulking on roof edge above. Employee grabbed top of door way while lowering body down from duct and through the roof access door, straining right shoulder.
  - Poor roof design access in general, no provided step or clearance around equipment
  - Corrective actions: Install step at landing. Future work will require a pre-task plan for identifying best method of access

Vehicle incidents
  - Employee driving the gator out of the yard bumped the gator when they misjudged the distance
    - Corrective action: Check adjustability of gator mirrors
  - Employee was parking the gator in the Conex box, gator jumped over the lip when driver accelerated and ran into the gator in front of it.
    - Corrective action: Investigate getting a ramp for the replacement Conex boxes during the landscape yard redesign.

Near Miss
  - Individual was seen on top of KMC atrium roof. Campus Public Safety Office was notified, but no one was found when they responded.
    - Corrective actions: Stress the importance of keeping roof access doors locked to staff, project managers, and PSU contractors. EHS is working with FPM on signage for roof access doors.

Next Inspection
  - Dec 20th 7:30am: Systems Shop in USB
Gator/Snowplow Operation Checklist Overview

- Only full time trained staff will be allowed to operate gators with snow plows during inclement weather.
- A checklist was developed to assist and track the training. Checklist was reviewed by committee members.
- Should all tires be equipped with snow chains? – Only as needed.
- Gators do not have a “Float Position” – Erica to reword to “Raise plow when not plowing”
- At least 12 people should be trained – Karen/Erica talk to Heather about training

Rounds: Safety Concerns/Discussions/Announcements

Brady – Nothing to Report

Gail – Students in Materials Management removing bookshelf and bookcase brackets
  o Review potential exposure concern with Tim Wright and Edward

Mark – Nothing to report

Erica – Nothing to report

Edward – Vehicle inspection form was very helpful. Form was recently distributed to Ron and Karen for review and comment.

Jim – Nothing to report

Jay – OSHA silica standard in effect this year (July, 2018). Concern about potential silica exposure to students in areas like SH art, bridge building in greenhouse, iSTAR.
  o OSHA standard applies to employees, not students. Student safety in labs, engineering, and art are covered by EHS staff, Lindsay and Scott. They are also looking at students and potential silica exposure.
  o Brady shared that N-100 disposable masks are available from Mallory Safety & Supply. Stores also sells goggles for working in excessive dust.

Leslie – Ongoing unsafe practices at dumpsters in landscape yard. Erica send invite to Leslie to discuss dumpster concerns at Campus Safety Committee. Signage has been order by Karen.

Chris – Nothing to report

Gabrielle – Nothing to report

Karen – Roof fall hazard assessments this week for 12 rooftops
Karen - Inclement weather all hands meeting Wednesday at 11-1

**Action Items**

- All – Extra funding came in for safety signage. Notify Karen of any needed signage around campus.

- Erica – Add OSHA Ladder Safety Fact sheet on EHS training site and send fact sheet to Leslie

- Karen – Provide Safety Committee recommendation to Karen Powell and Ron Blaj regarding use of a spotter for the small boom lift. – Pending

- Erica – Revise gator snowplow operation checklist with committee comments.

- Karen - Students in Materials Management removing bookshelf and bookcase brackets. Review potential exposure concern with Tim Wright and Edward

- Unsafe ladder in SEC mechanical room (crushed aluminum top). Wooden ladder in Ondine basement lab.

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

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

**Meeting Adjourned:** 8:29 am

**Next meeting:** January 9th, 2018 at 7:30 am