FACILITIES AND CONSTRUCTION
SAFETY COMMITTEE MEETING
September 11, 2018 at 7:30 am

Representatives | Present? | Representatives | Present?
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Karen Barnack  
Facilities & Construction Safety Manager, EHS  | ✓ | Joe Potter  
Building Maintenance, FPM  | ✓ |
Phil Tritz  
Zone Maintenance Mechanic, FPM  | ✓ | Geoff Guim  
Painter, CPC  | |
Chris Tinnin  
Manager, Small Projects and Alterations, CPC  | ✓ | Mark Thomas  
Electrical, FPM  | ✓ |
Todd King  
Telecom Associate  | ✓ | Cavan Telford  
Ground Maintenance, FPM  | ✓ |
Elliott Reinlein  
Housing Maintenance, FPM  | | Anatoliy Petriyenko  
Relay  |
Ben Lowrey  
Systems, FPM  | | Jacob McKelvey  
Materials Management, CPC  | ✓ |
Gail Hamilton  
Trades and Construction Supervisor, CPC  | ✓ | Rapha Rocha  
Housing Maintenance Manager, FPM  |

Ad hoc Attendees:

Erica Hunsberger, Environmental Health & Safety

Gabrielle cooper, Environmental Health and Safety

Roll Call and Review August Minutes

- Roll Call. Minutes approved with minor changes.
- Welcome new member from Telecom, Todd King.

Review of August Action Items

- Need to identify new member for Systems committee position.
  - Karen has asked Cary and Noel to find a new committee member. – Done
- Chris – Send out current sidewalk survey/map to safety committee for any additional feedback. – Done. Update: Sent to campus planning office. – Done
- All – Please include location, photos (if you have them) and approximate area of damage if areas need to be added to the sidewalk survey list. – Done
- Karen – Discuss with Carey Gibbar the possibility of adding preventative maintenance to have trip hazards sprayed with orange paint on a quarterly basis until they are addressed next summer. – Done. Update: Karen to discuss preventative maintenance with Karen Powell.
• Karen – Discuss with EHS staff the possibility of creating an angled collection base for bulb collection containers so that bulbs will be easier to add to container. – Still in discussion

• Karen – Ask Tim to add personal protective equipment to his universal waste/bulb collection training. – Done

• Karen – Contact UP points of contact regarding September inspection. Karen to resend invite for inspection to committee members. – Pending

**Recent Injuries/Incidents**

• Pinched hand while repairing chain link fence.
  o Discussion of corrective actions: Use the chain link pull jack to release tension on the chain link fabric first, then replace the top rail when not under tension. Request personalized/specialized gloves with more dexterity for different working conditions.

• Trip/fall over construction fence support.
  o Person saw the orange cone, but not that the base was lifted where the cone is under the base. Employee was walking thru the gap between the concrete bollard and the fence corner, the closet path of travel from the crosswalk.
  o Discussion of corrective actions: Contractors moved a concrete bollard closer to the fence so that there is no longer a gap between the fence corner and the concrete bollard. On all projects, consider pedestrian’ path of travel when setting up cones and barriers.

• Cut forearm on HVAC duct while adjusting louvers.
  o Sharp edge is on HVAC ducting on the ceiling in an area not normally accessed by employees. Employee was making a one-time adjustment to the louvers.
  o Discussion regarding spatial awareness when working above the ceiling grid, being mindful of hanger wire and sharp HVAC edges. Zip tie ends can be sharp too.

• Discussion regarding the importance of injury reporting, even for first aid only injuries and near misses.

**Inspections**

• Discussed location for September inspection. Proposed date: September 18th at 8:00am. Committee decided on the University Place shop area, housekeeping, electrical rooms, mechanical spaces, and fire riser room. Update: Karen is getting it scheduled and will update the calendar invite.

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

Karen – Nothing to report

Chris – Nothing to report
Jacob – Nothing to report

Todd – Nothing to report

Gabrielle – Nothing to report

Mark – More students and faculty will soon be on campus, be aware of heavier foot traffic.

Cavan – Nothing to report

Joe – Nothing to report

Phil – Electrical panels keep getting blocked by the concession stands, most have been corrected onsite when encountered. Phil has already placed “Do Not Block” stickers on panels in Viking Pavilion. Karen to contact Jason at Chartwells.

Gail – Nothing to report

Erica – Nothing to report

**Action Items**

- Karen – Contact Jason at Chartwells in regards to the electrical panels near the concession stands in Viking Pavilion being blocked.
- Karen – Discuss with EHS staff the possibility of creating an angled collection base for bulb collection containers so that bulbs will be easier to add to container. – Still in discussion
- Karen – Contact UP points of contact regarding September inspection. Karen to update and resend invite for inspection to committee members. – Pending
- Karen – Discuss preventative maintenance with Karen Powell regarding trip hazards sprayed with orange paint on a quarterly basis

**Meeting Adjourned 8:05 am**

Next meeting: October 9th, 2018 at 7:30 am