Representatives | Present? | Representatives | Present?
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**Karen Barnack**  
Facilities & Construction Safety Manager, EHS | ✓ | **Jay Cunningham**  
Building Maintenance | ✓
**Chris Tinnin**  
Project Manager, CPC | ✓ | **Brady Ostergren**  
Carpenter, CPC | ✓
**Alex Sanchez**  
Telecom Associate Director |  | **Mark Thomas**  
Electrical, FPM | ✓
**Vacant**  
Housing Maintenance, FPM |  | **Leslie Walters**  
Grounds, FPM | ✓
**Julia Skillin**  
Systems, FPM | ✓ | **Jacob McKelvey**  
Materials Management | ✓
**Gail Hamilton**  
Trades and Construction Supervisor, CPC |  | **Anatoliy Petriyenko**  
Relay |  

Ad hoc Attendees:
**Gabrielle Cooper**, Environmental Health & Safety

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**AGENDA**

**Roll Call and Review March Minutes**

- Several committee members have completed their two-year term. We will need new committee members to replace Jim, Brady, Leslie and Jay.

**Review of March Action Items**

- EHS/Edward – Identify additional crew specific safety training for Materials Management.
  - Erica reaching out to Edward/Jacob for specific safety training, to include Simplicity in Motion safe lifting training.
- Gail – Submit work order for a replacement strap/handle on the freight elevator door.
  - Work order has been submitted.
- Julia, Jay, Mark, CPC – Provide information on make and model of silica dust collection equipment to Karen for silica exposure plan.
FACILITIES AND CONSTRUCTION
SAFETY COMMITTEE MEETING
April 10th, 2018 at 7:30 am

- Julia and Chris have submitted info.
- Tim Wright has sent request out to all supervisors to identify potential silica tasks and equipment.

Karen – Small crane on the south side of Karl Miller Center with no closed sidewalk or precautionary measures; Karen to talk to Angie and Laverne.
  - Done - PREM manager contacted contractor for future safety precautions. PREM will request crane pick plans for tenants.
  - Safety committee member comment - Growler put in their own fire alarm panel without notice to PSU; PSU is correcting the issue. Improved contract language is needed in lease agreements.

Karen – Add Millar Library to roof fall hazard assessment in regard to elevator roof access to photo cell for electrician maintenance.
  - Karen has added this information to the assessment list.

Karen – To discuss with Fortis recent lack of proper personal protective equipment on construction site. - Done
  - Safety committee member comment - worker seen recently again after discussion, but construction now mostly complete.

Leslie – To follow up with the Audubon Society in regard to poisoned crows around Portland and any additional precautions that PSU should be taking.
  - Done – No further action needed.

Recent Incidents/Injuries (March)

Near Misses
- Employee left electrical panel cover off and unattended; water leak in electrical room
  - Still need near miss report from supervisor
  - Can install temporary panels
- Employee standing on ladder attempting to put a heavy wood ceiling tile back into place. Employee had to call for help from a second person nearby, as the ceiling tile was too heavy and almost fell.
  - Ladder too short, employee had put cones up around ladder at building entry
  - Corrective actions: Obtained a taller, more stable ladder for a better position for the task. Tightened ceiling grid frame to better secure the ceiling tiles in place.
Facilities and Construction Safety Committee Meeting
April 10th, 2018 at 7:30 am

- Additional suggestions: Wire them in with screws. Karen to contact Rapha to discuss suggestions with CPC.

- Landscape yard dumpster area: Two employees tossed some light poles over the north side gates into a full scrap metal dumpster. They did not approach from the south side, nor did they check to see if the dumpsters were full. The light poles bounced out of dumpster and landed on the sidewalk on the NW corner of Peter Stott.
  - Supervisor and safety committee member discussed with newer employees the proper safety procedures for the dumpster area.
  - Awaiting approval from CPO for safety signage to be placed at dumpster area.
  - Update on landscape yard and dumpster area redesign – First phase move to West Heating Plant

- A picture of a contractor up on Engineering Building without fall protection was taken from an adjacent building and sent to PSU.
  - Contractor was in the process of performing load testing on the roof tie off anchors.
  - Safety plan was submitted by contractor, but was not being followed at the time the picture was taken. This issue was addressed with the contractor.

First Aid Only

- Employee pulled lower back muscles while lifting debris and pickaxing for an extended period of time.
  - Common occurrence with that tool.
  - Corrective actions: Rotate tasks among employees, take more breaks, stretch beforehand. Use/rent equipment to avoid injuries.

- Employee was bending down to pick up supplies, leaned on a toilet seat with their elbow, the toilet seat broke, and the employee’s arm went into the toilet and was scratched by the broken edges of the toilet seat. – Karen to follow up with employee further

- Employee while hanging up their jacket cut their finger on sharp new metal shelving
  - New metal shelving was installed in all janitorial closets in KMC
  - Corrective action: Work order submitted to fix sharp edges
• Worker pulled down freight elevator door and smashed their hand as it rapidly closed
  o Karen to follow up with employee further
  o Warning signs to be installed on freight elevators; EHS to research additional
    signage options
  o Suggestion to install handles on freight elevator doors instead of straps. Per Don
    Springer, handles would get in the way of door operation. – Karen to investigate
    further with Don.

**March Inspection Findings**

SMSU Sub-Basement findings:

• Some electrical safety items, safety signage, aisle/egress clearance needed, safety swing
  gate on stairs needed, and unsecured shelving.

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

Chris – FAB electrical room - After a few days, the panel would be shut off (happened three
  times). Don’t know why/how/who is shutting off panel. Chris to reach out to PREM through
  Angie and Laverne with exact location and concerns.

Julia – Nothing to report

Jay – Nothing to report

Mark – Nothing to report

Leslie – HGCDC is working on a project in the backyard without any safety precautions. Karen
  and Don Johansen, PSU Risk Manager, discussed a different project with HGCDC recently and
  will contact them again regarding this recent project.

Brady – (Comment/suggestion regarding recent freight elevator injury added to injury
  discussion above.)

Karen – Personal protective equipment no longer required at Peter Stott Center and Viking
  Pavilion due to its completion. Safety Break coming up in May. Discussion - Focus on
  recognition of efforts and safety improvements.

Jacob – Nothing to report

Gabrielle – Nothing to report
Action Items

- Need new committee members to replace Jim, Brady, Leslie and Jay.

- Jay, Mark – Provide information on make and model of silica dust collection equipment to Karen for silica exposure plan

- Karen - Follow-up with employee who was injured by broken toilet seat.

- Chris – Reach out to PREM through Laverne and Angie regarding electrical panel in FAB that keeps getting shut off.

- Karen – Follow up with HGCDC regarding recent project in the backyard

- Karen – Investigate best solutions with Don Springer for freight elevator doors in regard to recent injuries.

Meeting Adjourned: 8:31 am

Next meeting: May 8th, 2018 at 7:30 am