PSU Safety Committee Minutes 1/11/12

1/11/2012 Attendees:
  Employer Representatives
  Mark Russell – Operations Manager, SMSU
  Bryant Haley - Emergency Management Coordinator
  Heather Randol, Environmental, Health and Safety Manager
  Todd Bauch- Student Development - Student Affairs
  Ad hoc member: John Burnham – Assistant Director Environmental Health and Safety
  Employee Representatives
  Lindsay Henderson- Biology - Liberal Arts & Sciences
  Jason Mitchell- Facilities EHS
  David Fetter- Unix System Administrator, OIT
  Tom Bennett- Library
  Kristin Smith - Human Resources
  Eric Franklin - Theater Arts

Issues Discussed:
The following items were brought up or discussed during the meeting. Each item is presented with some background information (narrative), Personnel Involved (department/personnel responsible), and Corrective Action (actions or recommendations made to address situation or problem)

Minutes Approved
Narrative:
  • The Committee approved the November meeting minutes.

Personnel Involved:
  • Safety Committee

Accident Review
Narrative:
  • Two injuries in December. Worker injured hand while painting, cut on hand. No time missed, worker received medical treatment. The second incident involved an employee crossing the street, slipped and fell on a wet external sidewalk. The employee realized the injury after a couple days. The employee is back doing modified duty work.

Personnel Involved:
  • Safety Committee

SAIF Lifting Equipment Update
Narrative:
  • Heather talked to SAIF about posters and pamphlets. Most tie in with safety in motion (SIM) training. Pamphlets related to the training are in the works. Confusion over the usefulness of the pamphlets, potential for misunderstanding. Possible solution, a simplified pamphlet. “JJ Keller,” is also a possible solution,
more clarity needed on the type of subscription PSU has. Simplified pamphlets will be discussed further in the next meeting.

Personnel Involved:
- Safety Committee

Minutes Posting Best Practices
OAR Review
Narrative:
- The committee reviewed the OAR. John described the OAR as simply laid out, easy to follow. Asked the committee for suggestions for improvement. The committee falls in either group 4 or 5. Current total amount of members is 17. Some members regularly not in attendance. Possible solution is to pursue members not attending; the committee decided that this is not a crucial issue. John suggested that having an experienced chair is a good idea. Training of action and incident may be an issue, not all members trained. Both training elements in OAR are problematic. OSHA training provided some confusion, question of whether or it is a good use of university time. Workplace inspections are a question and more time is needed to cover it. No faculty or Housing present at safety committee meetings. No members from facilities “trades” present at safety committee meetings. Outstanding university groups include, facilities, CPSO, Helen Gordon Children’s Center. John suggested one way to address the training issue, having EHS provide training at safety committee meetings. The committee suggested shuffling training items different months. Committee decided that recruitment of new members is not a priority; put the issue aside for later. Suggested the idea of building managers to perform inspections and ensure compliance, issues with idea could be authority and follow through. John provided OHSU “Safety Team” as an example, the team is an arm of the committee, and they give information to the safety committee. John suggested that OSHA appreciates the participation of a large group of people being involved, using OHSU again as an example. Question arose of who should perform the inspections. Increased visibility of the committee was suggested in order to gain more members. Possible safety team sidelined for next safety committee meeting. John posed the question of whether or not disciplinary action can be taken towards an employee with repeated violations. The committee determined that EHS is the department to investigate safety compliance issues. Next meeting the committee will cover quarterly inspections, and look at what other universities are doing.

Personnel Involved:
- Safety Committee