## Employer Representatives | Present? | Employee Representatives | Present?
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Mark Russell | ✓ | Krystal Tanner, Chair | ✓
Operations Manager, SMSU |  | Transportation and Parking Services |  
Karen Barnack | ✓ | Jim Stapleton/David Fetter |  
Facilities & Construction Safety Manager, Environmental Health & Safety |  | Office of Information Technology |  
Karen Kraus | ✓ | Kale Clauson | ✓
Human Resources |  | Environmental Science & Management |  
Heather Randol | ✓ | Carey Gibbar |  
Director, Environmental Health and Safety |  | Trades Maintenance Coordinator |  
Craig Whitten |  | Peter Dusicka |  
CPSO |  | Civil and Environmental Engineering |  
Todd Bauch | ✓ | Tom Bennett |  
Student Development, Student Affairs |  | Civil and Environmental Engineering |  

### Ad hoc Attendees:

## AGENDA

### Roll Call and Minutes Review

**Narrative:**

- Roll was taken
- January minutes were reviewed and approved with minor changes.

### Personnel Involved:

- All of Safety Committee

### Accident Review

**Narrative:**

- Injuries during inclement weather included an arm sprain resulting from hitting the curb while plowing snow and a slip on an icy slope on a rooftop while clearing snow from drains.
Student employee caught hand under a large, heavy object while loading it into pickup truck; was not wearing gloves. Karen Barnack has followed up on all three of these incidents.

Personnel Involved:

Karen Kraus and all of Safety Committee

2016 Accident Review

- Of 47 OSHA recordable injuries in 2016, 16 (34%) of them were student employees
- Slips, trips and fall were the most common type of injury (32%)
- Strain/Sprains were the next most common (19%)
- EHS staff planning on attending some slips, trips, falls prevention training in the near future
- We would like to be able to sort by department

Facilities Safety Committee Update

Narrative:
- Has not met yet this month

Personnel Involved:

Karen Barnack

Select Location for Next Safety Committee Inspection

Narrative:
- We are starting to revisit areas we have inspected before, so we should select areas that we have not visited for the longest time period
- Art/Architecture shop in Shattuck Hall was last inspected in 2013, a good candidate for our next inspection
- Volunteers to participate in inspection include Karen Barnack, Jon Davis, Krystal Tanner, Carey Gibbar; Karen suggested including Brodie as well

Personnel Involved:

Karen Barnack
Update on Old Action Items
Narrative:
- Committee would still like to send a memo to the administration’s team who makes decisions on inclement weather. Key points include:
  - Make decisions earlier, as it affects multiple campus departments who have staff arriving early
  - Accessibility concerns on icy streets and sidewalks with narrow paths shoveled clear, for people using wheelchairs or with other mobility limitations
  - Make decisions more consistent with Portland Public Schools
- Krystal emailed Felita Singleton, she would like to become a regular safety committee member
- Karen and Jon followed up with Ondine contact from Aramark on safety committee inspections results, but did not hear back

Action Items

- Heather Randol will draft a memo to Campus Emergency Manager regarding inclement weather suggestions
- Karen Barnack will schedule the next inspection at Shattuck Hall
- Krystal to email Felita Singleton a link to the Safety Committee charter posted on the website
- Karen Barnack and Jon Davis to follow up with Aramark contact at Ondine.

Meeting Adjourned at 2:00 p.m.