CAMPUS SAFETY COMMITTEE MEETING
January 13, 2016 at 1:00 PM

Employer Representatives | Present? | Employee Representatives | Present?
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Heather Randol
Director, Environmental Health and Safety | ✓ | Carey Gibbar
Trades Maintenance Coordinator | ✓
Karen Barnack
Facilities & Construction Safety Manager, Environmental Health & Safety | ✓ | David Fetter
Office of Information Technology |
Karen Kraus
Human Resources | ✓ | Eric Jensen
Fine Arts |
Mark Russell
Operations Manager, SMSU | | Krystal Tanner
Transportation and Parking Services | ✓
Nick Welch
CPSO | ✓ | Lindsay Henderson
Biology | ✓
Todd Bauch
Student Development, Student Affairs | ✓ | Peter Dusicka
Civil and Environmental Engineering |
 | | Tom Bennett
Civil and Environmental Engineering |

Ad hoc Attendees:
Alec Trusty
Student Worker, Environmental Health & Safety

AGENDA

Roll Call and Minutes Review
Narrative:

- Roll was taken
  - Recommended that a replacement from Fine Arts be found to attend safety committee meetings. Meeting time conflicts with Eric Jensen’s class schedule.

- December minutes were reviewed and approved

Personnel Involved:
- All of Safety Committee
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Accident Review for December
Narrative:

- Two injuries at Helen Gordon Child Development Center
  - Early Childhood Associate Teacher – a child pushed a lunch table into the teacher’s left leg as the teacher was walking past, causing the teacher to twist back, left hip, and shoulder to prevent from falling.
  - Student Worker – while walking through the entrance of the sandbox, the student worker stepped on a large rock to the right, resulting in the left foot rolling and twisting the left ankle and foot.

- One injury at ASRC
  - Student Worker – head contacted with a 45 lb barbell while cleaning, resulting in a concussion

- Additional incidents
  - Transportation and Parking - Student worker fell backward while opening pay station box. No medical treatment. No problems found with pay station box.

- January ice incident in Facilities
  - In response to cleaning up ice and snow, one injury report for a repetitive strain injury was filed.
  - Karen Barnack will be following up with employee.
  - Facilities and Construction Safety Committee discussed inclement weather response and provided recommendations to management.

- Near miss incident for contractor performing work in SMSU
  - Contractor cut through a 110 conduit while performing maintenance operation in SMSU basement.
  - Did initial incident review. Followed up in the Systems Services crew meeting, and talked about what happened as a group and how to prevent incident from happening in the future.
  - No one was hurt.
  - Coming up with a sign off checklist for Ground Penetrating Radar (GPR) work to supplement the pre task plan.

Personnel Involved:
- Karen Kraus, Karen Barnack, All of Safety Committee
University Place Hotel Inspection Results & Next Inspection

Narrative:

- Variety of issues found
  - Aisles too narrow, excess storage, carpet bunched up, blocked panels, miscellaneous power strips and electrical issues found in office area, and exit signs burned out.
  - Some issues need to be addressed by Aramark.

- Developed action items for four different groups to work on.

- Work orders are in the system. Some findings need to be followed up with the new Fire Prevention Manager. Karen Barnack plans to have them give her an update every month.

Personnel Involved:
- Karen Barnack, and All of Safety Committee

EHS / Risk Management Staffing Update

Narrative:

- Interviewing for a new Fire Prevention Manager
  - Narrowing down list of potential candidates.
  - On track to be done with interviews by February.

- Interviewing for a new Emergency Manager
  - Progress is being made
  - Hiring process may take a while

- Fire Warden Program
  - Campus building emergency evacuation drills
  - Native American Center, East Hall, Millar, Peter Stott Center, Lincoln Hall; drills done for all five buildings by the end of February.
  - Remainder of buildings will be done after that. About 30 buildings planned for the entire project.

Personnel Involved:
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Heather Randol and All of Safety Committee

Facilities Safety Committee Update
Narrative:

-Discussed possibility of splitting into smaller groups next time for inspections
-Discussed how the safety committee representatives are communicating safety committee information to their crews
-Reviewed findings from the USB Carpentry Shop inspection.

Personnel Involved
Karen Barnack, All of Safety Committee

Update on Old Action Items
Narrative:

- Look into a path for communicating Safety Committee recommendations to Planning Committee. (Maintain on current action item list.)

- Nick will check to see if there was a CPSO response to OIT incident
  - Response: This was addressed. CPSO responded and found that everyone involved had appropriate badge access.

- Karen will check on the rumors that the skybridge will be closing between Smith/Cramer and USB to allow for a tower crane for the SBA project
  - Response: Tower crane will remain open except when loads need to fly over skybridge. Chain will be in place, signs will be posted, and flagger will be on bridge communicating with crane operator.

- Karen to ask about plans for SBA project – stairs, wet weather areas, slips/trips/falls concerns
  - Response: Built in walk off mats 10’ long and width of doorway. Pavers will be used outside instead of bricks. Porcelain tile entry (not polished) with radiant heat built-in.

- Facilities and Construction Safety Committee will discuss inspecting parking garages at their next meeting. (Maintain on current action item list.)
Personnel Involved
• All of Safety Committee

Action Items
• Look into a path for communicating Safety Committee recommendations to Planning Committee.
• Recruit someone from Fine Arts Department to safety committee.
• Karen Barnack will include basement of SB1 on list of future safety inspections, and keep a running list of suggestions for safety inspections on second page of the excel sheet.
• Facilities and Construction Safety Committee will discuss inspecting parking garages at their next meeting.

Meeting Adjourned at 2:05