CAMPUS SAFETY COMMITTEE MEETING
May 11, 2016 at 1:00 PM

Employer Representatives | Present? | Employee Representatives | Present?
--- | --- | --- | ---
Mark Russell, Chair
Operations Manager, SMSU | ✓ | 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 | 
Heather Randol
Director, Environmental Health and Safety | ✓ | Krystal Tanner
Transportation and Parking Services | ✓
Nick Welch
CPSO | ✓ | Lindsay Henderson
Biology | 
Todd Bauch
Student Development, Student Affairs | | Peter Dusicka
Civil and Environmental Engineering | ✓
Jon Davis
Fire Prevention Manager, Environmental Health & Safety | ✓ | Tom Bennett
Civil and Environmental Engineering | ✓

Ad hoc Attendees:

Raychel O’Hare
Student Worker, Environmental Health & Safety

Steve Rounds
Assistant Director, Capital Projects and Construction

Emma Stocker
Emergency Manager, Risk Management

AGENDA

Roll Call and Minutes Review
Narrative:

- Minutes approved with the following changes
  - Mark Peter Dusicka absent from last meeting

Personnel Involved:

- All of Safety Committee
Introduce Emma Stocker, Emergency Manager

Narrative:

- Emma’s sixth week on campus
- For the past year she has been working regionally, prior to that she was at UO for four years
- Priorities
  - Campus Emergency Management Team to transition to an Incident Team - more of a planning team that can respond during emergencies
  - PSU Alert system – getting the system dialed in and enrollment up
- Heather and Emma report to Brian Roy
- In the past, the emergency person has joined the committee, but since the committee reviews primarily workplace incidents, etc. on campus, Emma might be better used as a resource than as a permanent member
  - That may change but she will keep the group posted
  - The committee would definitely like to be kept in the loop as far as planning and their role

Personnel Involved:

- Emma Stocker

How CPC Incorporates Safety into Everyday Work Activity

Narrative:

- Stretch and Flex, aka strengthen and lengthen, for about 15 minutes each morning with craftspeople to prepare for the day
- Review pre-task plan for activities and/or jobs that are coming up that day, plans are reviewed with craftspeople before work begins
- Buddy Work – keeps people safe, often are tasks that are better with two people anyway
- PPE – high visibility vests, gloves, long pants, Steel toe shoes, face shields for grinding, safety glasses, signage for PPE areas
- Incident Reporting – turned into Karen and Heather, incident reviewed to go over what happened, good to document for future injury or pain
- Training – EHS provides training for lifts and safety
- Empowerment of staff – empowering staff to say something or stop work if a situation is unsafe
- Safety Committee Meetings – crew member attends FPM/CPC safety committee meetings monthly to participate and conveys information to crews the next day
- Questions from the committee:
CAMPUS SAFETY COMMITTEE MEETING
May 11, 2016 at 1:00 PM

- Heather – if we notice incidents related to a specific item (slippery bricks), how do we bring them to CPC to make sure they aren’t included in future designs?
  - The best way is to get those notes added to the technical design standards, and CPC (Britney Steigleder, britney.steigleder@pdx.edu) is in charge of that and they are reviewed every six months
    - Karen – does this apply to remodels too?
      - Yes, but some areas are harder to change than others
    - How could we make a recommendation to CPC about a concern?
      - Send Brittany or Steve an email
      - Can also put in a work order for an estimate for a specific area of concern, like the Urban Plaza steps
  - Steve is available to come back as needed and talk to the committee

Personnel Involved:

- Steve Rounds

Accident Review for March- May
Narrative:

- Librarian – elevator closed into side of body, bruising ribs, sensor did not register presence
- HGCDC – grabbed child’s wrist and then child dropped to the ground bringing the worker down with them and straining the worker’s back
- Stage Worker – reached over rail of lift and caught rib on way back up
- Steamfitter – lacerated finger moving stainless machine and got 4-6 stitches; Karen Barnack has followed up
- Basketball coach – player and coach accidentally collided and hit heads, resulted in 8 stitches, bruising, and swelling
- Carpenter – boot tread caught on ladder rung and fell backwards tweaking back, wrist, arm, hip, and ankle; Karen Barnack has followed up
- Student employee in Rec Center – unknown injury, received a call from Kaiser about worker’s comp info
  - Todd may know more about situation

Personnel Involved:

- Karen Kraus and All of Safety Committee
CAMPUS SAFETY COMMITTEE MEETING
May 11, 2016 at 1:00 PM

Quarterly Inspection:
Narrative:

- June was going to be Millar Library, but Jon has already made sure that everything he noticed has been fixed
- Jon has a few upcoming building inspections – Harder House and another
  - Jon will figure out second building
  - This will be the upcoming inspection

Personnel Involved:

- Karen Barnack, and All of Safety Committee

Previous Inspection Findings
Narrative:

- Last committee inspection was of the SB1 machine shop
- Suspect asbestos containing tiles popping up. Tiles to be analyzed and assessed. If abatement is needed, then everything will be taken out and put back.
- Other issues: the crane needs to be inspected, metal shavings on floor, extension cords, extinguisher behind shelf, a lot of old stuff (gloves, welding glasses) stored all over the place, shelves should be secured to walls, flammable storage cabinet needed, hazardous materials need labels

Personnel Involved:

- Karen Barnack and All of Safety Committee

Update on Old Action Items
Narrative:

- Heather – Fine Arts Department update – it is not a big department, so Eric and Xavier (who was on the committee for a long time) might share
- No update on Todd and PS1 low pipe warnings
- Karen and Jon - still working on the inspection form update
- No proxy was found to replace Lindsay on the committee, but she is only missing this meeting and the next one.
- Ladder Policy - No campus policy on ladders, but student workers are being trained by Ruben (the ones we know about)
  - Mark has some students that he would like to have ladder and lift training
HEATHER, KAREN, and the PSU SAIF contact have a meeting next week and will discuss a training for HGCD specifically because of regular injuries.

Karen sent out a Google Drive sheet with past and future inspection areas.

**Personnel Involved:**

- All of Safety Committee

**New Business/Safety Concerns**

- Jon – has iSTAR been inspected? Yes.
  - Heather - Peter has worked with us in the past, but the Fire Marshall has a renewed interest in the space.
  - It might be about time to double back on things.
- David – how do some of these things get fixed, who pays for them?
  - Heather and Karen are discussing what can be done, what is easy to do, and what needs department funding to be accomplished.
- Jon – Reminder, if you see any fire, no matter the size, please call CPSO and report the size, location, time, etc.
  - Mark – there is a general campus communication problem – people don’t know who to call.
- David – question – There was an incident at the Starbucks on Broadway and Portland Police showed up, should he have called CPSO as well?
  - Nick – CPSO knows because they have access to a system that tracks all police activity.
- Discussion about pets in buildings. Are we allowed to ask about them?
  - Jon - Is there a way to register those animals? People are the priority, but if we can save an animal during an emergency that would be great.
  - Karen Kraus – There are two questions you can ask someone with an animal - Is this a service animal and what tasks does this animal do? The person/animal does not need to demonstrate the task. Also, support animals are not service animals. Out of control animals can be reported and CPSO will check on them. Animals need to be under control, if it’s not under control, it’s probably not a service animal.
  - Heather – Students in residence halls have to register any animal. Check with Jen in housing or Jen in Disability Resources for more information.
  - Karen Kraus - Staff do not need to register service animals.
  - Mark – What about service vs support?
  - Karen Kraus – Service animal accommodation is required, support animal accommodation is not required.
CAMPUS SAFETY COMMITTEE MEETING
May 11, 2016 at 1:00 PM

- Heather – Many people bring pets to campus on Fridays, etc. There is no campus policy on pets.

**Action Items**
- Todd – Does Todd know anything about student employee injured at the Rec Center – unknown injury, received a call from Kaiser about worker’s comp info
- Todd - PS1 low pipe warnings
- Jon – Identify 2nd building (to go with Harder House) for June’s Safety Committee inspection
- Karen and Jon - Inspection Form update
- Karen – Follow up with Mark and Ruben on ladder and lift safety training for students
- Heather – Fine Arts Department Safety Committee position update
- Heather and Karen – Update on training for HGCDC specifically because of regular injuries

**Meeting Adjourned at 2:05 pm**