CAMPUS SAFETY COMMITTEE MEETING
September 14, 2016 at 1:00 PM

<table>
<thead>
<tr>
<th>Employer Representatives</th>
<th>Present?</th>
<th>Employee Representatives</th>
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<tbody>
<tr>
<td>Mark Russell, Operations Manager, SMSU</td>
<td></td>
<td>Krystal Tanner, Chair, Transportation and Parking Services</td>
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<tr>
<td>Karen Barnack, Facilities &amp; Construction Safety Manager, Environmental Health &amp; Safety</td>
<td>✓</td>
<td>David Fetter, Office of Information Technology</td>
<td>✓</td>
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<td>Karen Kraus, Human Resources</td>
<td>✓</td>
<td>Carey Gibbar, Trades Maintenance Coordinator</td>
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<td>Heather Randol, Director, Environmental Health and Safety</td>
<td>✓</td>
<td>Lindsay Henderson, Biology</td>
<td>✓</td>
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<td>Craig Whitten, CPSO</td>
<td>✓</td>
<td>Peter Dusicka, Civil and Environmental Engineering</td>
<td>✓</td>
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<td>Todd Bauch, Student Development, Student Affairs</td>
<td>✓</td>
<td>Tom Bennett, Civil and Environmental Engineering</td>
<td>✓</td>
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Ad hoc Attendees:
Jon Davis, Fire Prevention Manager, Environmental Health & Safety
Raychel O'Hare, Student Worker, Environmental Health & Safety

AGENDA

Roll Call and Minutes Review
Narrative:

- Edits:
  - Change Jon to Ad hoc
  - Change topic and action item from dumpster to dumpster and glass safety
- August minutes voted on and approved

Personnel Involved:

- All of Safety Committee
Accident Review
Narrative:

• Reportable
  o Fall
    ▪ Student Lead and Engagement Coordinator fell on a rope obstacle course and hit a tree root/branch.
  o Bite
    ▪ HGCDC worker picked up child who had run away from group and child bit her on the face.
  o Scrape
    ▪ Student helping with demolition pulled a metal wall corner and scraped thigh causing bleeding.
  o Strain
    ▪ Student lifted material into dumpster that was too heavy and lifted it overhead resulting in a strained shoulder.
  o Elbow
    ▪ Executive Assistant hit their elbow while turning around in the bathroom.

• Nonreportable
  o CPSO Officer tripped while chasing a suspect, landed on both knees resulting in torn pants and bruises and abrasions to both knees. First aid only.

Personnel Involved:

• Karen Kraus and All of Safety Committee

Facilities Safety Committee Update
Narrative:

• There was not a meeting this month due to an inspection, which happens once quarterly.
• The inspection is scheduled for next week and will be of the Montgomery Shop. Karen was asked to wait a week due to school starting.
• Supervisor for PHC (janitorial) got a hold of Karen as SAIF had recently been out to assess their spaces and provided Karen with list of areas of concern - work orders have been entered.
  o Spaces evaluated were: Montgomery, SMSU, and Lincoln
  o Karen would like to go next time
Personnel Involved:

- Karen Barnack and All of Safety Committee

Water Testing Update
Narrative:

- Epler and Broadway testing results came back clean – one sink in Broadway was high, but water had been turned off at that location.
- Historic dorms had more issues, King Albert had about 25% of results come back high, others had about 15%.
  - Samples are being taken and repairs are underway, this will be ongoing and we are hoping to be done by move in but will probably go into fall.
- Testing results have been posted online and PSU has been very transparent about process and results.

Personnel Involved:

- Heather Randol and All of Safety Committee

Tree Incident Update
Narrative:

- Last week at around 6 p.m. a tree at the intersection of Montgomery and Broadway came down.
  - The tree popped out of ground with no root ball and was most likely rotten.
- No injuries were sustained but a Skanska subcontractor’s delivery truck had the tree land on it and the traffic signal came down as well.
- Luckily, the tree only brushed the plywood on the tower crane and side of sky bridge – there was no damage.
- Work progressed into evening to get the tree off the truck.
- The City placed stop signs in the intersection, but due to road closures from Skanska and parked trucks blocking visibility, there were a lot of complaints to the City and they came out and put up a temporary light.
  - Bonus – The freeway sign is now visible!
  - Karen talked to Emma about the incident and communication confusion and it was determined that PSU needed a central contact between PSU and City – Ian is now handling things.
- Who is in charge of trees?
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- An arborist has been hired to analyze tree health, coring, etc. – specifically for this type of tree (Norway Maple) on Broadway.
- These trees have reached their maturity and Norway maple are no longer allowed for street trees.
- Sustainability Tree Committee (Facilities) will be coming up with plan for replacing trees with more diverse species with different life spans.

Personnel Involved:

- Karen Barnack and All of Safety Committee

Update on Old Action Items

Narrative:

- Heather - Ask if the driving policy will be sent out for review before rollout (Todd is interested).
  - Still working on final revisions, still need to talk to Brian Roy about review and rollout.
- Karen - Keep the committee in the loop on future dumpster and glass safety discussions and training.
  - She will go back to Facilities Safety Committee and have them help her come up with ideas about what we should do – access, signs, training, etc.
  - RE: the individual who cut their arm on the discarded glass – a draft job hazard analysis for replacing glass has been created. Lots of crews have been mentioning that they are also dealing with glass.
- Heather and Karen – Neuberger inspection. Contact Xavier, interested parties – Carey, Karen B, Jon, Tom
  - Scheduled for Monday
  - Parties have been invited
- Karen – Reach out to Emma Stocker about including information on someone falling off roof and hanging from fall protection gear in the emergency operations plan.
  - Karen is including rescue procedures in a PSU fall protection program.
- Heather - Ask about who the audience will be for emergency operations information and if there will be packets for departments to use (like CPSO flip charts).
  - Jon and Emma will be putting something together.
- Karen - Follow up with Peter Ward/CPSO about scheduling a training for Landscaping Yard and interactions with people camping near and entering Landscaping Yard.
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- Karen did follow-up about scheduling 2-4 training sessions, and she will have feedback on content and times on Friday.
- Crews interested: Housing, Taps, UP staff, James @ SMSU, Aaron Shear and Parking Maintenance
- What do you do if you come across someone in your space or taking your things? Many crews identify this as an issue.
- Any users not identified? Stott field users (athletics, campus rec – would probably call CPSO)
  - Krystal and Carey - Try to get a hold of Kayla
  - Not successful - probably not interested
  - Karen and Heather – Updates on working with SAIF and HGCDC.
    - SAIF did Safe Lifting Training for HGCDC 8/31

Personnel Involved:

- All of Safety Committee

Other Items

- Evacuation Warden Training updates – campus training is almost done.
  - Upcoming drills: ML, ASRC, CLSB, EB, FAB, UCB
  - Jon and Todd passed out emergency contact cards

Action Items

- Heather – Water update
- Heather – RE: driving policy talk to Brian Roy about review and rollout.
- Heather and Karen – NH inspection update
- Karen – Tree survey update
- Karen – Dumpster and glass safety update
- Karen – Emergency fall protocol update
- Karen – CPSO homeless interaction training update

Meeting Adjourned at 1:47 p.m.