## CAMPUS SAFETY COMMITTEE MEETING
October 10th, 2018 at 1:00 PM

<table>
<thead>
<tr>
<th>Employer Representatives</th>
<th>Present?</th>
<th>Employee Representatives</th>
<th>Present?</th>
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<tbody>
<tr>
<td><strong>Todd Bauch</strong></td>
<td></td>
<td><strong>Carey Gibbar, Chair</strong></td>
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<tr>
<td>Associate Director Campus Rec, Student Affairs</td>
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<td>Facilities Property Management, Preventative Maintenance Planner</td>
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<td><strong>Shaun Kohn</strong></td>
<td>✓</td>
<td><strong>Martha Ketcham</strong></td>
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<td>Operations Manager, SMSU</td>
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<td>Student Activities and Leadership, Office Coordinator</td>
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<td><strong>Sarah Kenney</strong></td>
<td>✓</td>
<td><strong>Kale Clauson</strong></td>
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<td>Construction &amp; Real Estate, Executive Administrative Coordinator</td>
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<td>Environmental Science &amp; Management</td>
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<td><strong>Karen Kraus</strong></td>
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<td><strong>Tom Bennett</strong></td>
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<td>Human Resources, Leave Administrator</td>
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<td>Civil and Environmental Engineering, Developmental Engineer</td>
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<td><strong>Jeffery Rook</strong></td>
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<td><strong>Peter Dusicka</strong></td>
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<td>Director, Environmental Health and Safety</td>
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<td>Civil and Environmental Engineering, Associate Professor</td>
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<td><strong>Craig Whitten</strong></td>
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<td><strong>Erica Hunsberger</strong></td>
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<td>CPSO</td>
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<td>Environmental Health and Safety</td>
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<td><strong>Leslie Walters</strong></td>
<td>✓</td>
<td><strong>Jeffrey Smith</strong></td>
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<td>Facilities Property Management, Landscape Supervisor</td>
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<td>Diversity and Multicultural Student Services, Executive Assistant</td>
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<td><strong>Aaron Landreth</strong></td>
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<td>OIT, Data Center Specialist</td>
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<td><strong>Karin Waller</strong></td>
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<td>International Affairs, Executive Assistant</td>
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<td><strong>Jenna Wilson</strong></td>
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<td>Auxiliary Services, Viking Pavilion General Manager</td>
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<td><strong>Carith Wiseman</strong></td>
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<td>Development Administration, Gradate School of Education</td>
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### Ad hoc Attendees:

- **Gabrielle Cooper**, Environmental Health and Safety, Student
- **Lorenzo Guzman**, Transportation and Parking Services
- **Taylor Workman**, Fire Prevention and Emergency Management, Program Assistant
Roll Call and Minutes Review
Narrative:
- Roll was taken
- September minutes reviewed with minor changes

Personnel Involved:
- All of Safety Committee

Update on Old Action Items
Narrative:

Ongoing:
- Karen B./Erica – Get back to Leslie regarding DEQ guidelines for downtown air quality
- Karin – Send any concerns about construction around the fountain in an email to Jeff
- Jeff/Carey – Look into the furniture that is being dragged across the marking lines of the fire curtains in KMC
  - 4th 5th floors are the bigger concern, the floor is marked so issue needs continuous surveillance

Personnel Involved:
- All of Safety Committee

Accident Review
Narrative:

September
Reportable

- Strained back while painting ceilings with roller extension pole and moving furniture in dorms.
  - Corrective actions: temp housing staff go through simplicty training, safety in motion
  - Training is offered
- While bending down to put a book on bottom shelf and left knee popped with the movement down, becoming dislocated. EE slid it back into place and then it popped back out while on the floor.
- HGCDC: While picking up a child from the sandbox, strained/pulled in lower back.
- Student life guard while placing lane lines in pool, slipped in puddle on pool deck, fracturing left arm/elbow.
Non-Reportable

- While standing next to a tarp reel, a co-worker started rotating the handle on the other side, causing the handle next to worker to spin into left leg resulting in a minor scratch and bruising.
- Attempting to close a street facing window when top back of window suddenly dropped while trying to latch it shut. 3 fingers of left hand were slammed and caught between the back and front panes. Resulted in severe bruising of middle finger of left hand.

October

Non-reportable

- Student Worker Conf/Events removing tables from room. EE used chairs to help put a table away but table fell on right foot resulting in bruise.

Personnel Involved:

- Karen Kraus and all of Safety Committee

Safety Committee Inspection:

Trailer Pods

Ponderosa Pine:
- Extension cord chains
- Ramps were raised to high on the front end
- Rebar sticking out

Western Hemlock:
- Uneven concrete from previous building structure
- Doors that need additional locking and fall hazard signage
- Daisy chaining
- Some egress issues
- Fire extinguisher needed mounting
- Residents feel trapped due to threatening students
  - Comments: Adding stairs? Coordinating with CPSO for a space review. Panic buttons? No room for security personnel in the room. Changing swinging gate to a locked gate?
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Douglas Fir:
- Ramps on market street side they get very leafy
  - Leslie: Working on leaf blowing frequency
- Cables across floor and replacement of tape
- Clear electrical panels etc.

Rounds: New Safety Concerns/Announcements:

Martha – When will the reuse room open again? Carey look into and contact Martha

Carey – Plaza will be ripped up again for stair lighting
Leslie: Landscape is adding Huckleberry bushes and Doug fir trees to plaza

Jenna – Urban Plaza does not have the appropriate amount of cones so a fence was placed instead. Please put in work orders if there are safety concerns. Glass wall was put up in KMC above the main stairs. Sawed placed on plaza steps, looks like an unsanctioned art project. Music in Pavilion does not stop when fire alarm begins so we are fixing that by shutting off the power.

Gabrielle – Nothing to report

Erica – EHS website has a new section on the home page for seasonal safety and flu prevention on campus.

Shaun – Pedestrian walkway issues near SMSU with delivery truck times, gate will be closed 10-3 keeping a safe place for students to walk.

Jeff – Light fixture hitting student incident in SB1. Benefits fair on Oct 18th ballroom 10-2 looking for staffers for the safety committee table send Jeff an email if your interested
Ideas for table: Safety concern box, workplace PPE revisions and where to get it.
Upcoming: Fire Drill season

Aaron – Nothing to Report

Karin – Evac Warden Program?
Jeff: Was on hiatus due to empty EHS Fire Prevention Manager position but is now being rebooted by Taylor

Leslie – Look into better ergonomic leaf blower due to recent incident. New grounds student training, leaf season: HGCDC do not play in leaf piles, there could be needles etc. Erica reach out to your contact for warning.

Karen K. – Nothing to Report

Carey – Nothing to Report
Summary of Meeting Action Items

Narrative:

- Erica – Coordinate with CPSO for a space review of Western Hemlock due to resident complaints of feeling trapped
- Carey look into the status of the Reuse room and contact Martha who wanted to know when it will be open again.
- Erica reach out to your HGCDC contact for warnings regarding leaf piles which are not for playing in due to unsafe contents such as needles.

Personnel Involved:

- All of Safety Committee

Meeting Adjourned at 2:04 p.m.

Next Meeting: November 14th, 1:00 p.m.