# Campus Safety Committee Meeting

November 14th, 2018 at 1:00 PM

<table>
<thead>
<tr>
<th>Employer Representatives</th>
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<th>Employee Representatives</th>
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<tr>
<td>Todd Bauch</td>
<td>✓</td>
<td>Carey Gibbar, Chair</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>Shaun Kohn</td>
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<td>Martha Ketcham</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>Sarah Kenney</td>
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<td>Kale Clauson</td>
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<td>Construction &amp; Real Estate, Executive Administrative Coordinator</td>
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<td>Environnemental Science &amp; Management</td>
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<td>Karen Kraus</td>
<td>✓</td>
<td>Tom Bennett</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>Jeffery Rook</td>
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<td>Peter Dusicka</td>
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<tr>
<td>Director, Environmental Health and Safety</td>
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<td>Civil and Environmental Engineering, Associate Professor</td>
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<td>Craig Whitten</td>
<td>✓</td>
<td>Erica Hunsberger</td>
<td>✓</td>
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<tr>
<td>Lieutenant, CPSO</td>
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<td>Environmental Health and Safety</td>
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<td>Leslie Walters</td>
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<td>Jeffrey Smith</td>
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<tr>
<td>Facilities Property Management, Landscape Supervisor</td>
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<td>Diversity and Multicultural Student Services, Executive Assistant</td>
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Employee Representatives

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Ad hoc Attendees:

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Gabrielle Cooper,
Environmental Health and Safety, Student
Roll Call and Minutes Review
Narrative:

- Roll was taken
- October minutes reviewed with minor changes

Personnel Involved:

- All of Safety Committee

Update on Old Action Items
Narrative:

Ongoing:

- Erica – Coordinate with CPSO for a space review of Western Hemlock due to resident complaints of feeling trapped – Reached out and is setting up assessments.
- Carey look into the status of the Reuse room and contact Martha who wanted to know when it would be open again. – Repainted the inside, floor to ceiling shelving and a chair, not yet open – Carey to follow up
- Erica reach out to HGCDC contact for warnings regarding leaf piles which are not safe for playing in due contents such as needles. – Ongoing reach out for Safety in Motion training

Personnel Involved:

- All of Safety Committee

Accident Review
Narrative:

September
Reportable

- No direct event. Tendonitis developed towards end of 15 days of very hard work.

October
Reportable

- Repetitive use injury. Symptoms occur with typing and keyboard use. Left hand, wrist and arm symptoms include numbness, weakness in fingers, difficulty grasping, discomfort, tingling or burning, cramping, swelling and pain.
CAMPUS SAFETY COMMITTEE MEETING  
November 14th, 2018 at 1:00 PM

- Cleaning filing cabinet and scraping off tape with a razor blade. The razor blade slipped out of hand and cut the top of left thumb.
- Tripped over large box in path, resulting in a sprained knee and bruising.
- Turned on stairs to return to locker to retrieve hat after changing into uniform. Mis-stepped and fell to landing, spraining ankle.

Non-reportable
- While tipping tables’ upright, lost grip of second one. Long edge of table landed on top of right foot.
- Right index finger tip caught between closer arms of auto door closer.
- While doing second sound check before the concert, EE stepped backwards and fell off the stage, landing on tailbone and clipping shoulder on the seats.

Personnel Involved:
- Karen Kraus and all of Safety Committee

Safety Committee Inspection:

Next Inspection: Urban Building, Todd Lorenzo, Jeff, Carey, Leslie, Karin

Rounds: New Safety Concerns/Announcements:

Martha – SMSU Quiet Prayer Room: People sleeping under tablecloths, maybe CPSO can check under occasionally. Put in a work order for full needle bins.

Carey – Breaking ground Dec 1st for new 7 story building, fencing going up, sidewalks will be accessible

Lorenzo – Advocating clothing layers for colder weather, full needle box in men’s restrooms, send in work orders for needle boxes. Suggestions to add stickers for who to call or contact when a box is full.

Gabrielle – Nothing to report

Erica – Nothing to report

Jack – Nothing to report

Jeff – Upcoming December Fire marshal inspections around campus, new fire marshal, fire prevention coordinator position is open, NH construction is steady, getting windows in for weatherproofing, and a thank you for those who manned the table at the benefits fair.
PSU Hosting winter lights festival – Tom has an installation going up

Aaron – Nothing to Report

Karin – KMC people walking into Atrium window, add some frosting or a frost stripe. Carey to follow up for contact

Leslie – Number of transient started fires, trash and debris, been in contact with ODOT, looking for better fencing. Often find sharps containers in around the yard

Karen K. – Nothing to report

Craig – Nothing to report

Todd – Nothing to report

Carith – Nothing to report

Tom – Nothing to report

**Annual Report:**

Overview of 2017 Report

Jeff: Lab Turnover Review still in progress
Launched Lab safety training

STF – More open awareness around campus due to recent outreach, posters, word of mouth, etc.

**Summary of Meeting Action Items**

**Narrative:**

- All – Please review Annual report before the end of December.
- Carey – Look into the status of the Reuse room and contact Martha
- Erica – Contact HGCDC regarding leaf piles and set up Safety in Motion training
- Erica – Suggestion to add stickers to the needle boxes for who to call or contact when a box is full.

**Personnel Involved:**

- All of Safety Committee

Meeting Adjourned at 1:59 p.m.

Next Meeting: December 12th, 1:00 p.m.