Employer Representatives:

- Mark Russell – Operations Manager, SMSU
- Heather Randol – Director, Environmental Health and Safety
- Karen Kraus – Human Resources
- Nick Weltch – CPSO
- Todd Bauch – Student Development, Student Affairs

Employee Representatives:

- Tom Bennett – Civil and Environmental Engineering
- Peter Dusicka – Civil and Environmental Engineering
- Carey Gibbar – Trades Maintenance Coordinator
- David Fetter – OIT

Ad-hoc Attendees:


Absent Members:

- Eric Jensen - Fine Arts
- Krystal Tanner – Transportation and Parking Services
- Lindsay Henderson – Biology

Issues Discussed:

October Minutes

Narrative:

- October minutes were approved with a few minor changes to attendance
- Roll was taken

Personnel Involved:

- All of Safety Committee
Accident Review for September and October

Narrative:

- Summary: Four slips/falls, two ergo/repetitive motion, one pinched thumb
- Human Resources’ spreadsheet captures OSHA 300 log recordable injuries and accidents that resulted in a doctor’s visit and/or lost time. EHS reviews these and also accidents, injuries, and incidents that did not require a doctor’s visit.
- Slippery brick surfaces in the Urban Plaza were discussed, as were a lack of visibility cues for the different steps and seating areas around the plaza.
- SAIF came out in the past and surveyed areas to identify potential walking surface hazards. SAIF recommended training on how to ascend and descend steps. Further assessment will take place to determine if the slips/falls all occurred at the Urban Plaza and if lighting may have been a contributing factor.

Personnel Involved:
- Karen Kraus and All of Safety Committee

Quarterly Building Inspection Schedule

Narrative:

- Summary of past areas inspected by the campus safety committee was distributed.
  - CLSB was missing and was added to the list.
- University Place will be inspected in December.
  - Mark Russell and Carey Gibbar volunteered to participate in the inspection with EHS.
  - Heather will schedule the inspection for December.
- Discussion of future areas to inspect and hazards to watch for:
  - Suggestion to use a list of buildings/areas where multiple issues have been identified by the fire marshal.
  - SMSU kitchen.
  - SMSU fire marshal findings have included lack of emergency lighting, use of extension cords, and blocking egress.
    - Heather/Karen to check with Miguel to see if additional items need to be added to the inspection form
  - Suggestion to inspect Urban Plaza and walkways. Watch for different levels. Lighting issues. Is there a way to make the bricks less slippery?
CAMPUS SAFETY COMMITTEE MEETING
November 18, 2015 at 1:00 pm

- Inspect parking structures. During colder weather may be a good time to do this. It might be more appropriate to have the Facilities and Construction Safety Committee inspect these areas.

Personnel Involved:
- All of Safety Committee

Safety Committee Charter Renewal
Narrative:
- Voted and approved.
- Note, per OR-OSHA, meeting minutes are required to be maintained for three years. Several years are posted online and EHS has many more years of minutes on file.
- Update charter date and repost online.

Personnel Involved
- All of Safety Committee

Accident investigations and follow-up on incidents/injuries
Narrative:
- Accident investigation at University Place in response to housekeeper who had a chemical splash in her eyes:
  - Employee was on the second floor and had to go to the basement to get to the eyewash; the good thing was she knew where the eye wash was.
  - Calling SAIF Corporation to see what other custodial staff do; a portable bottle on the cart might be possible for immediate use, but would still require employee to go to the eyewash to continue flushing eyes.
  - Eye wash that is present doesn't meet requirements, supposed to be a single-motion activation eyewash. Kitchen eyewash also doesn't meet code.
  - The dispensing area has sign posted requiring eye and hand protection, but no personal protective equipment in the area; concentrated chemicals are highly corrosive, not sure if the chemicals are being diluted properly; better signage in multiple language needed; some retraining will likely occur.
Some chemicals need secondary containment, some need to be in flammable cabinet.

Suggestion to consider installing an emergency phone in the mixing area; tells the dispatcher where the call is coming from.

Suggestion that the manager should be mixing up the solutions.

- Related Reminder – we need an online Hazcom student training for ASRC per Todd Bauch
- Student employee inhaled plaster dust while changing out light bulbs in the plaster room at Shattuck Hall:
  - EHS following up on dust levels and adequacy of HVAC.
  - Electrical supervisor reminded students to consider dust and other hazards when reviewing work orders and equipment and personal protective equipment needs.
- Volunteer was in boom lift without a properly secured harness videotaping football practice; he was asked to come down.
  - Followed up with Athletics and they assured us that no one would be sent up in the lift without properly fitting harness.
  - Person had received fall protection training.
- Other incidents are being reported out to the Facilities/Construction Safety Committee.

Personnel Involved
- Karen Barnack and All of Safety Committee

Facilities Safety Committee update
Narrative:

- Scott Jaqua did an update on hazard recognition.
- Carpentry shop in USB will be next inspection.
- Safe lifting training for several crews, including CES students.
- Strengthen and lengthen exercises are being included in some morning crew meetings.

Personnel Involved
- All of Safety Committee
Other Updates
Narrative:

- Fire life safety position update – Miguel’s last day is 11/25
- Interviews for Facilities and construction safety position in process.
- Emergency preparedness coordinator position is being created. Drafts of job description are being reviewed. This will be a Risk Management position.

Personnel Involved
- All of Safety Committee

Action Items
- Heather/Karen - Assess whether the slips/falls reported to HR all occurred at the Urban Plaza and if lighting may have been a contributing factor.
- Heather will schedule the inspection of UP for December.
- Heather/Karen to check with Miguel to see if additional fire and life safety items need to be added to the inspection form.
- Karen to discuss inspecting parking structures with Facilities and Construction Safety Committee. During colder weather may be a good time to do this.
- Update charter date and repost online - Karen
- Online Hazcom student training for ASRC needed per Todd Bauch. EHS will review options for providing online training.
- Reference November 18, 2015 meeting minutes when identifying future inspection areas.

Meeting Adjourned 1:50 pm