CAMPUS SAFETY COMMITTEE MEETING
December 9, 2015 at 1:00 pm

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

Ad hoc Attendees:
Raychel O’Hare  Student Worker, Environmental Health & Safety

AGENDA

November Minutes
Narrative:

- November minutes were approved
- Roll was taken
  - Create new attendance format so that members are marked as present instead of moving people from present to absent – easier to see categories
  - Get Employer/Employee list cleared with Heather

Personnel Involved:
- All of Safety Committee
CAMPUS SAFETY COMMITTEE MEETING
December 9, 2015 at 1:00 pm

Accident Review for November
Narrative:

- Slips on wet surfaces – 2
  - Injured foot and back
  - Fractured wrist
- Jammed finger while cleaning – 1

Personnel Involved:
- Karen Kraus and All of Safety Committee

Quarterly Building Inspection Schedule
Narrative:

- Scheduled to inspect University Place, Thursday 12/10
  - Focus on back of the house areas – office spaces, kitchen, housekeeping, maintenance, AV areas
  - Fire Inspections have covered other areas

Personnel Involved:
- Heather Randol and All of Safety Committee

EHS and Risk Management Staffing Update
Narrative:

- Karen has been hired on permanently as the new Facilities and Construction Safety Manager
- Miguel left his position. The Fire Prevention Manager position has been posted after some feedback on the responsibilities.
  - Interviews will hopefully begin after the holidays
- Risk Management has posted an Emergency Manager position

Personnel Involved:
- Heather Randol and All of Safety Committee

Facilities Safety Committee Update
Narrative:

- This was an inspection month, so there was no December meeting
- The Carpentry Shop was inspected yesterday, 12/8
10 people showed up for the inspection – great!
May look into dividing into teams to inspect more places since turnout was so good

- No accidents, but there were a couple near misses
- SBA Site Safety
  - Pedestrian corridor on Montgomery has been extended into the road with barricades to allow for more people walking
  - Will also be done on the south side of Harrison, on the other side of SBA, since traffic is being impeded by pedestrians (hard to turn out of parking garage)
  - PBOT helping with the solution
  - Broadway and Harrison intersection is also problematic for cars
  - Sidewalks will be opening and closing based on construction phases
  - There are rumors that the skybridge will be closing between Smith/Cramer and USB to allow for a tower crane – Karen will check on it.

**Personnel Involved**
- Karen Barnack and All of Safety Committee

**Update on Old Action Items**

**Narrative:**

- Assess slips and falls reported to HR
  - Supervisors were called to get accurate locations of the incidents
    - 1 - ASRC 101
    - 1 - Stairs entering ASRC (missed a step)
    - 1 - Urban Plaza near MAX
  - Notice sent out in Currently about slips, proper footwear, etc. in weather – next year put something out in September
  - Can we suggest to planning committee that bricks are not great for wet areas? Traction section outside main doors to help people notice change? Adequate space indoors for wiping shoes, etc.
  - Email Heather if you notice areas of concern – i.e. spots that need a mat
  - Karen to ask about plans for SBA project – stairs, wet weather areas
  - Stairways – could recommend strips for visibility

- Quarterly inspection area has been scheduled
- Karen added a few items to the inspection form per Miguel’s Fire and Life Safety Checklist
- Facilities and Construction Safety Committee will discuss inspecting parking garages at their next meeting in January, as there was not a meeting this month
- HAZCOM training for Rec Center student employees is in the works
- Raychel will post the updated Safety Committee Charter
CAMPUS SAFETY COMMITTEE MEETING
December 9, 2015 at 1:00 pm

Personnel Involved
- All of Safety Committee

Other Items
Narrative:
- Improve communication with Facilities and Property Management resources
  - Nick/CPSO can help communicate needs, etc.
- Keep an eye on facilities for safety or cosmetic issues - Facilities would like to improve their image and response to campus needs
- OIT had a door forced open in the middle of the night, 3 am, at the data center and there didn’t appear to be a CPSO response based on camera recording (CAT Team students with access opened it to study and propped it open with pizza box).

Personnel Involved
- All of Safety Committee

Action Items
- Look into a path for communicating Safety Committee recommendations to Planning Committee
- Nick will check to see if there was a CPSO response to OIT incident
- Karen will check on the rumors that the skybridge will be closing between Smith/Cramer and USB to allow for a tower crane for the SBA project
- Karen to ask about plans for SBA project – stairs, wet weather areas, slips/trips/falls concerns
- Facilities and Construction Safety Committee will discuss inspecting parking garages at their next meeting in January, as there was not a meeting this month

Meeting Adjourned 1:40 pm