CAMPUS SAFETY COMMITTEE MEETING
May 13 2015 at 1:00 pm

Employer Representatives:

- Heather Randol - Environmental Health and Safety Director
- Melissa Young – Human Resources
- Mark Russell – Operations Manager, SMSU
- Nick Weltch – CPSO

Employee Representatives:

- Lindsay Henderson – Biology
- Krystal Tanner – Transportation and Parking Services
- Peter Dusicka – Civil and Environmental Engineering
- David Fetter – OIT
- Carey Gibbar – Trades Maintenance Coordinator

Ad –hoc Attendees:

- Raychel O'Hare - EH&S support member
- Alec Trusty - EH&S support member

Absent Members:

- Eric Jensen - Fine Arts
- Olivia Preston – ASPSU
- Justin Heath – ASPSU
- Jill Jones – Construction Safety Officer
- Todd Bauch – Student Development – Student Affairs
- Tom Bennett – Civil and Environmental Engineering

Issues Discussed:

April Minutes
Narrative:

- Roll was taken
- The April Minutes were approved.

Personnel Involved:

- All of Safety Committee.
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**Accident Review**
**Narrative:**

- Two incidents reported this month
  - Student accident analysis of injury on 5/16/2014
    - Injury was just reported to SAIF for worker’s comp review as a repeat injury
    - Repetitive stress injury would not go on OSHA log except that there was a doctor visit
  - New accident not listed - picture fell off shelf when cupboard was closed and hit female on face
- OSHA worker’s comp clarifier – what qualifies something to go on the OSHA log?
  - Any missed time
  - Any first aid received
  - Any cuts
  - Any doctor visit

**Personnel Involved:**
- Melissa Young

**Building Inspections**
**Narrative:**

- Lincoln Hall Scene Shop will be inspected next
- Heather wanted to wait for new fire and life safety hire, Miguel, who will be starting next week. He will be attending Safety Committee meetings, and available for the Lincoln Hall inspection.
- Inspection volunteers – David, Carey, Mark

**Personnel Involved:**
- All of Safety Committee

**Tree/Park Block Safety**
**Narrative:**

- In follow up to the tree that fell on a car in the Park Blocks a few months back, Nick talked to the city who initially claimed that PSU owns the tree and park, which is false.
- Emergency response for the individual in the car upon which the tree fell was handled by the fire department, and went well.
The City Forester does not have a lot of resources, hence the push back. CPSO would like to have more communication with the City Forester, but may not happen due to resources.

In the event of a tree falling, Facilities and those on campus should call CPSO and let them talk to city personnel.

**Personnel Involved:**
- Nick Weltch

**Training**

**Narrative:**

- **CPR Classes**
  - Before last round of classes, there was about $7900 in fund
  - Each class is about a couple hundred dollars, so there should still be at least $7000
    - $65 per person charged by SHAC
  - Trying to get 2 more classes done before the end of quarter
  - Student employees are welcome to attend

- **Motion Classes**
  - No progress at the time

- **Student Training**
  - Student employees welcome to attend CPR classes

**Personnel Involved:**
- All of Safety Committee

**Facilities Safety Committee Update**

**Narrative:**

- The next inspection will be of the small shop in Millar Library
- The loading dock hazard at SRTC was identified as a trip hazard. Some ideas for addressing this include a possible railing or other measures for safety
  - Heather and Peter like the idea of painting stripes around the lift
  - This also led to a discussion of the USB dock and if it should be protected
- Jill will be going to training for campus orientation leaders to notify them of upcoming projects and hazards around campus
- Potential change to boom lift protocol – need for 2 spotters
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- Heather indicated this would be clarified outside of the meeting
  - Questions about the upcoming marijuana policy – does anyone know anything?
    - Nick – CPSO cannot pursue legally, will not prosecute, but it is against student policy and conduct violations will be pursued
    - Heather – new HR policy out, the campus is still receiving federal money so it is a no go on campus

Personnel Involved:
- Carey Gibbar

Other Items

Narrative:
- Mark will be working on putting out the Annual Report
  - New Goals for next year:
    - Fire Building Evacuation Plans for campus
      - Mark would like to have one to Heather by the end of summer for SMSU – ASU general plan is a good template
      - Miguel will be starting evacuation plans with SMSU, the committee can help with support, training, implementation, etc.
      - Building leaders trained to help with evacuation
      - Could be used in the future for earthquakes, etc.
  - Nick – CPSO can now run a real time banner report to see where people identified as needing special assistance should be in the event of an emergency
  - Question - Has anyone inspected University Place?
    - There have been lots of changes happening
    - It is possible to inspect, we just need to run it by management
  - From last time – food trucks – Jill will discuss next time
  - Someone was hurt opening a manhole cover and facilities was going to give a tool so that it doesn’t happen in the future.
    - Heather checked on it and got one but someone took it back.
    - Carey will get another one for CPSO.
    - Melissa wanted to know if it was something the committee should purchase for them.

Personnel Involved:
- All of Safety Committee
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**Action Items:**

- Lincoln Hall Scene Shop inspection – David, Carey, and Mark volunteered to inspect with Heather and Miguel.
- Update on Annual Report – be thinking of goals for next year.
- Jill will update the group on the contract food trucks have with the city.
- Carey will get a tool for CPSO to remove manhole covers.