09/11/2013 Attendees:

**Employer Representatives:**
- Todd Bauch – Student Development – Student Affairs
- Heather Randol - Environmental Health and Safety Manager
- Jill Jones – Facilities and Construction Safety Officer
- Kristin Barber – Human Resources
- Bryant Haley - Emergency Management Unit

**Employee Representatives:**
- Tom Bennett – Civil and Environmental Engineering
- David Fetter - Information Technology Services
- Lorne Isabelle – Civil and Environmental Engineering, Chemistry

**Ad hoc Attendees:**
- Keri Bishop - EH&S support member

**Absent Members:**
- Robert Grondin - Facilities & Property Management
- Eric Franklin - Fine Arts
- Mark Russell – Operations Manager, SMSU
- Lindsay Henderson - Biology
- Nikki Kress – Transportation and Parking Services (on maternity leave until further notice)

**Issues Discussed:**

**Introductions and August Minutes Approved**

**Narrative:**
- Roll was taken
- Everyone introduced themselves to Jill Jones. She is the new Facilities and Construction Safety Officer, and will be replacing Jason Mitchell on the Safety Committee. Eventually Jill will chair a Facilities-based Safety Committee and will act as a liaison between that and the Campus Safety Committee.
- The August Minutes were approved.

**Personnel Involved:**
- All of Safety Committee.
**Accident Review**

**Narrative:**

- **July and August 2013 – 5 Incidents Reported**
  - Two injuries involving an ATV sliding and rolling while field research was being conducted off campus.
  - One slip and fall in a Parking Structure causing a broken leg and wrist
  - One involving a needle being stuck into a dental employee’s leg.
  - One leg strain caused by over exertion involving a parking student employee

- An online field research guide is being created for graduate students which will include a video on ATV safety to hopefully prevent future incidents.
- Facilities has already fixed the uneven pavement issue in the parking structure.
- Transportation and Parking services is working to minimize employee overexertion.

**Personnel Involved:**
- Kristin Barber and All of Safety Committee

**Safety Committee Inspection Debrief - ASRC**

**Narrative:**

- ASRC had a very successful safety inspection in August. There were only a few minor issues with power cords proper storage of boxes, paint cans, wires, etc. ASRC has already begun to address the issue of mislabeled chemical buckets, by spray-painting over the name of the chemical once the bucket has been repurposed.
- There were questions about climbing wall safety and how maintenance is performed. There are no federal laws governing climbing walls, therefore ASRC is consulting with EHS as well as outside sources, such as other universities nationwide. ASRC is also working to change the culture of how student employees perform maintenance on the climbing wall, (ex. Ladder usage).
- Future Inspection Possibilities
  - SHAC Dental Area - It would be a beneficial to inspect the SHAC dental center after remodeling has been completed, (possibly winter term) since every year multiple injuries seem to occur there.
  - Carpentry Shop – Heather will schedule an inspection of the carpentry shop on the first floor of USB for late October. Eric Franklin, Jill Jones, Tom Bennett, and Bryant Haley have all volunteered to attend this inspection.

**Personnel Involved:**
- Todd Bauch and All of Safety Committee

**CPR Update**

**Narrative:**

- SHAC has increased the cost of the CPR class from $35.00 to $60.00 per student.
• The money that was donated by HR will be used to pay for the cost of the class and any related giveaways.
• EHS has offered to pay for the refreshments for each class.
• The next CPR training class was scheduled for 9/18, however due to the late notice that training will be canceled and Todd will follow up with SHAC and Shana concerning future trainings.

**Personnel Involved:**
• Kristin Barber and All of Safety Committee

**Crosswalk in front of Market Center Building**

**Narrative:**

• There is no signal for the crosswalk in front of the Market Center Building, and this is becoming an increasing safety concern of PSU employees working in the building.
• This is just one of many cross walks across campus that is considered to be a safety hazard.
• Campus planning has notified the city of other dangerous crosswalks around campus; however the city lacks funds to put in a crosswalk signal.
• Bryant Haley suggested inviting Jason Franklin from PSU Campus Planning and Design to speak with the safety committee about all of PSU’s crosswalk concerns.
• Tom Bennett suggested that a possible Civil Engineering Capstone could be addressing the issue with campus crosswalks.

**Personnel Involved**
• Kristin Barber and all of Safety Committee

**Review of the Annual Report**

**Narrative:**

• The Safety Committee has already completed the annual review of the committee’s charter.
• Difficulties for FY2013 and Goals and Recommendations for 2014 are two new sections that have been added to the report.
• If the safety committee would like to submit any additional edits email them directly to Todd.
• Todd will submit the report the week of 9/16.

**Personnel Involved**
• Todd Bauch and All of Safety Committee

**Other Items**

**Narrative:**

• ASPSU Student Representative
• ASPSU has been in contact with Todd about having a representative from the student government on the Safety Committee.
• The last ASPSU student representative was on the Safety Committee 4 years ago.
• Before the safety committee chooses to invite another ASPSU student representative to the committee, expectation parameters for the student representative need to be clearly set beforehand.

  • Accident Investigation Training by SAIF
    • The training could help to improve educational input during campus safety inspections
    • The Safety Committee has no objections about attending this training.
    • Heather will email Gordon at SAIF to obtain a training date.

**Personnel Involved:**
  • Todd Bauch, Heather Randol, and All of Safety Committee