

Facilities & Construction Safety Committee Meeting

Members

([P] indicates member present at today's meeting)

Employee Represented:

[P] Karen Barnack, EHS Assistant Director for Occupational Health and Safety
[P] Aaron Britton, FPM Zone Maintenance Manager
[P] Joseph Wuest, CPC Electrical Engineer & Project Manager
[P] Todd King, OIT Project Infrastructure Manager
[P] Mitchell Schwabel, FPM Housing Maintenance Manager
[P] Doug Brown, FPM Mechanical Systems
[P] Gail Hamilton, FPM In-House Construction Manager

[P] Dustin Boomer, FPM Building Maintenance
[] Houston Mills, FPM In-House Construction
[] Mark Thomas, FPM Electrical
[P] Kevin Reed, FPM Lockshop
[] Taylor Yoshihata, Materials Management Services
[] Dirk Theisen, FPM Mechanical Systems Manager
[P] Gabe Christian, OIT Academic Technology Services

Ad Hoc:

[] Erica Hunsberger, EHS Specialist
[] Max Jacobs-Swerbilov, EHS Student Worker
[P] Manny Watson, Fire Prevention Specialist

Meeting Call to Order

Date: 2/14/2023

Time: 10:00 am

Location: [Google Meet](#) (remote)
& in person

Roll Call and Review of Previous Minutes

- Introduction of the new Fire Prevention Specialist, Emmanuel "Manny" Watson.
- Minutes approved with no changes. Please review the minutes online, if you have not had a chance to, and let Karen know if any corrections are needed.
- A reminder that meeting minutes and agendas are posted to the [Facilities and Construction Safety Committee Google share drive](#). Please contact Karen if you have any questions regarding how to access them.

Safety Committee Member Role

- Obtain questions, concerns, or ideas from your respective crew to be brought up to the committee. After the meeting, share out the information from the safety committee meeting with your crew. It is very important to keep the lines of communication flowing.
- Participate in quarterly safety committee inspections.

Review of Previous Action Items

- All Committee Members: Review meeting minutes and share the information with your crews. Post them on your crew safety bulletin boards. Post safety information on bulletin boards, as topics are updated. This is an ongoing action item reminder.
- Karen: Safety committee membership - Some members are overdue to rotate off the committee. Karen will identify who is due to rotate off the committee and reach out to their supervisors to identify new committee members.

- Update: Karen shared the list with FPM, MM, and OIT managers for the committee members that are due to rotate off. Changes in membership will be made after she hears back from them.
- Karen: CH and SMSU bioswale fall hazard. Karen will check in with Leslie to see if Landscaping has any plans for changing the landscaping in the swales.
 - As reported at the last meeting, a bench was added by one swale where it was missing. Leslie indicated that PSU can not make any significant changes to the landscaping and swales without involving the City since the swales are part of the South Park Blocks.
 - Karen has been communicating with Angie Telford. If the DRC is requesting further safety improvements, CPC and FPM will need to set up a project for this. EHS and FPM had looked into improvements with Sarah Kenney in the past, but there was no resolution.
- Karen: Status of UCB east stairwell security measures. Karen to follow-up on the removal of the doors in the stairwell.
 - Update: Michael McNerney indicated that the doors cannot be removed from the stairwell due to fire code.
 - Joe also provided an update that a contract has been issued. They are waiting for parts to come in.
- Erica/Gabe: Work with OIT to put together warmup stretches for their department.
 - Update: Gabe provided an update that he has been communicating with Erica on putting together warmup stretches for their department. They have also been discussing putting them together for their office staff as well.
- Karen/Erica/Angel: Karen will work with Erica to add safe lifting information to the FPM monthly student newsletter in the EHS section. Angel can also post materials to safety bulletin boards and provide information to committee members.
 - Update: To be completed in an upcoming month. March will include Ladder Safety Month information.
- Erica: Update on strain/sprain injury during leaf removal. (see below)
- Karen: Update on slip/fall incident that occurred during demo of scrap furniture. (see below)
- Karen: Update on contractor injury that occurred during sheet metal demo. Include any additional information regarding safe work practices as an outcome of the incident review. (see below)

Incidents / Injuries

- Strain/sprain injury - leaf removal - Erica
 - Erica was not present at this meeting. The update will be provided at next month's meeting.
- Slip/fall - Karen

- Update: Karen has reached out to the employee but has not yet heard back from them.

- Contractor injury - Karen

- Description: A demolition craft worker was injured while cutting down a portion of the air handler on the sub-basement level of SB1. A piece of duct strapping attached to the portion of the air handler came in contact with the worker cutting them above the knee.
- Follow-up: The injured worker was working with a partner removing a large section of ductwork with a reciprocating saw, then the final cut was made, and the piece of duct fell to the ground and struck the injured worker on the right leg. The injured worker was cutting on the duct work, and they instructed their partner to remove another portion of the duct (insulation).
- Root cause: The hazard was not mitigated; the construction work package was inadequate. (A construction work package is a unit of the first level of a project's scope breakdown. It defines a logical and manageable division of work within the construction scope).
- Corrective action: The construction work package will be revised to reflect mechanical means to lower demoed equipment and buddy systems to be used at all times.

- Slip/fall on roof - Karen

- Description: An employee was on the roof cleaning leaves and pine needles from roof drains when they slipped and landed on their shoulder.
- Follow-up:
 - A site walk was completed. Black membrane roofs can be slippery when wet and are especially slippery when covered with leaves and other debris. The roof is not sloped appropriately to the drain, leading to standing water. Every two weeks, employees clear the drains and squeegee water toward the roof drains to remove standing water. Many of the walking paths are covered with water, and walking pads are not in place in all areas.
 - The employee was wearing rubber boots with good tread. The roof was not icy at the time of the incident. The employee was not rushing or distracted. The employee climbed down the ladder with an injured shoulder.
- Corrective Actions:
 - Long term corrective action: Properly slope roofs to drains to remove standing water.
 - In the interim, additional walking pads and thicker walking pads are needed, especially near mechanical equipment.
 - It is important to use the buddy system, making sure someone knows they are on the roof working.
 - Notify the supervisor of the injury before climbing down a ladder, in case the employee needs assistance.

- Fall from ladder - Karen

- This is preliminary information, as the employee has not yet returned to work.
- Description: The employee was working above the ceiling t-grid while performing plumbing repairs to a roof drain. The employee was working from the third rung of a 6 foot A-frame ladder.
- Contributing Factors: The size of the ceiling grid opening was a small working space.
- Corrective Actions:
 - The ladder was removed from service.
 - Ladder safety training will be provided. March is Ladder Safety Month, and ladder safety training will be provided to all FPM employees.
 - The department will be looking into different ladders that provide platform protection while working at heights. The department will assess further with the employee if the appropriate height ladder was being used for the work. Using lifts in lieu of ladders should be considered, as well as removing the t-grid to make more working space.
 - FPM managers and staff will review when to call 911 for an ambulance.
- Near miss electrical - Karen
 - Description: During demo, one of the studs was secured through an adjacent wall with diagonal screws, and the employee needed to cut through the screws to remove the stud. While cutting through the screws with a Makita sawzall, it nicked through the blind flex in the wall, exposing live wires. At the time, the employee did not know this had occurred.
 - Lessons learned: When demoing a wall for an electrician, the electrician should be onsite or easily available. There should be an assessment by an electrician prior to making a deeper cut. Better communication is needed between the lead carpenter and the electrician.
 - Corrective Actions:
 - When cutting sheetrock out using a utility knife, only cut through $\frac{5}{8}$ or $\frac{3}{4}$ depth. This task is standard when opening walls for investigation for electrical, plumbing, asbestos-containing materials and or more components. Use only narrow cuts until you can verify utilities. This information needs to be included in the pre-task plan when demoing around electrical.
 - FPM will research and purchase a device that will provide a better locator for studs, conduits, and plumbing.
 - Safing off electrical for demo work should be discussed during the kickoff meeting, as well as ongoing communication throughout the job. After drywall is removed, the wires need to be pulled right away. Contacting the electricians should be added as a step in the pre task plan.
 - EHS will work with FPM In-House Construction and CPC on a PSU Don't Hit It form for demolition.

- EHS needs to be notified in a timely manner regarding near miss incidents.
- EHS will review electrical training provided to non-electricians.

Safety Committee Inspection

- Overall the areas looked good.
- Ensure debris from pallets and strapping materials is cleaned up.
- Ensure clearance is maintained around electrical panels and fire extinguishers. A work order was put in to paint striping.
- Discontinue use of extension cord where there should be permanent wiring.
- Some cabinets, tool lockers, and shelving need bracing.
- Assess shelving throughout the warehouse area to ensure bracing is adequate, post load weight, and replace shelving as needed to allow for proper fire sprinkler operation.
- Add chains to vertical racks to prevent stock from tilting, and add racks for materials that are not currently in vertical racks.

Campus Safety Committee Update

- Erica was not present at this meeting to provide an update.

Rounds / New Safety Concerns

- Gail
 - Nothing to report.
- Todd
 - Nothing to report.
- Dustin
 - Nothing to report.
- Kevin
 - Nothing to report.
- Aaron
 - Nothing to report.
- Mitchell
 - There have been no break-ins at KNGA. Some additional security measures have been added. Mitchell and Michael McNerney, from CPSO, walked the site.
 - Parkway is buttoned up tight and is boarded up. Boards have also been placed to prevent a fall hazard at the back stairwell.
 - There were no near misses to report for Housing.
- Joe
 - There is a shutdown of the EB coming up on Monday.
 - During the USB shutdown, we discovered limited emergency lighting on the 2nd floor and 1st floor, and the basement had no lighting in the shop areas.
 - Karen will reach out to Heather and Quinn to ensure this is captured on a future project list.
- Doug
 - Nothing to report.
- Gabe

- Is there specific PSU branded signage available to post outside rooms to notify people that work is occurring and that the room/location is closed.
 - Karen will work with an EHS student worker to create the signage for OIT and share it with Gabe and Todd.
- Manny
 - There are seven building fire inspections coming up in March.
 - HazMat training for the fire department at PSU is currently being discussed.
 - Knox box walkthroughs are starting tomorrow, February 15th.
 - Gail calls the fire marshal for project inspections for renovation areas; he will loop in Manny.
- Karen
 - March is Ladder Safety Month. Karen is working with a vendor to have them come onsite with ladder examples and training.
 - Contractor's use of PSU equipment:
 - Contractors are prohibited from using PSU equipment. Under certain limited conditions, the use of PSU equipment may be needed in support of a contractor's work. Project managers and departments should contact EHS-group@pdx.edu for exception requests. For example, an exception may be granted for the use of speciality lifts, such as the PSC/VP compact crawler boom lift, when all necessary contracts and waivers are completed, and the contractor can provide proof of training.
 - "Equipment" also includes use of PSU ladders.
 - Karen will forward Don Johansen's email to OIT as well.

Action Items

- Pending/Tracking (Karen): Follow up with vendors regarding other types of cut-resistant gloves and arrange for them to bring samples and meet with crews. Work with Stores on glove types to stock. EHS is developing a PPE guide for all PPE in Stores. The guide will be shared with the Safety Committee when the draft is completed. On hold for the moment.
- Karen: Safety committee membership - Some members are overdue to rotate off the committee. Karen will identify who is due to rotate off the committee and reach out to their supervisors to identify new committee members.
- Karen/Erica/Angel: Karen will work with Erica to add safe lifting information to the FPM monthly student newsletter in the EHS section. Angel can also post materials to safety bulletin boards and provide information to committee members.
- Erica: Update on strain/sprain injury during leaf removal.
- Karen: Update on slip/fall incident that occurred during demo of scrap furniture.
- Karen: Work with an EHS student worker to draft PSU OIT branded signage to post outside rooms to notify people that work is occurring and that the room/location is closed. Then share it with Gabe and Todd for input before finalizing.

Meeting Adjourned

Time: 11:00 am



Next Meeting

Date: 3/14/2023

Time: 10:00 am

Location: Google Meet (remote)
& in person