

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] Richie Segura, FPM Mechanical Systems
[] Gail Hamilton, FPM In-House Construction Manager
[P] Dustin Boomer, FPM Building Maintenance

[] Houston Mills, FPM In-House Construction
[P] Mark Thomas, FPM Electrical
[P] Kevin Reed, FPM Lockshop
[P] Jonathan Ledbetter, Materials Management Services
[P] Dirk Theisen, FPM Mechanical Systems Manager
[P] Gabe Christian, OIT Academic Technology Services
Ad Hoc:
[P] Erica Hunsberger, EHS Specialist
[P] Max Jacobs-Swerbilov, EHS Temp. Worker
[] Manny Watson, Fire Prevention Specialist
[P] Scott Jaqua, EHS Assistant Director

Meeting Call to Order

Date: 5/9/2023

Time: 10:00 am

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

Roll Call and Review of Previous Minutes

- 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 on-going action item reminder.)
- EHS: SAIF safe lifting techniques posters will be posted to safety bulletin boards, along with sending them out to committee members.
 - Update: Posters have been added to safety bulletin boards. These posters, along with May Mental Health Awareness materials have been provided to safety committee members.

- Karen: Follow up with FPM on pest control and cleaning up dust in the USB basement.
 - Update: Karen sent an email to Loni asking about the process.
 - Discussion: Rodent excrement has also been found in the UCB generator parking area and dumpster area. Aaron will put in a work order to Joe Dahmen to put out traps, as traps have not been seen in this area. Zone pressure washes, but can wash the area more often if needed.
- Karen: Submit a work order to Kevin/Lockshop to adjust the door closer on the SRTC Bike Room door. Submit a work order to add open door slowly signage and to add paint hatching to the area by the SRTC Bike Room door.
 - Update: Work orders have been submitted.

Incidents / Injuries

- Strain/sprain hand injury - Erica
 - Still following up, Erica will report next month.
- Head injury - Karen
 - Still following up, Karen will report next month.
- Tenant contractor - near miss - Karen
 - Description: Tenant's contractor was removing signage on exterior windows above the sidewalk. One individual was standing on the top of the forklift cab. A second individual was standing on top of a pallet on the raised forklift forks.
 - Followup: EHS responded, viewed the individuals, and asked them to come down and stop work. EHS reached out to PREM to discuss the contractor's safety with the tenant.
 - Corrective Actions: PREM to work with tenants to ensure the contractor completes work in a safe manner. EHS to follow up with FPM regarding contractor safety language in tenant contracts.

Campus Safety Committee Update

- Next workplace safety inspection is at UCB towards the end of June.

Safety Committee Inspection

- Reminder to wear appropriate PPE for inspections. In mechanical spaces, that includes a hardhat to protect from overhead hazards.
- Summary of inspection findings: General debris cleanup needed; fire extinguishers out of date; lockout tagout signage to be reposted; unsecured abandoned piping needs to be abated/removed; mark copper piping trip hazard; remove materials stored under electrical panels; ladder stickers need to be replaced; missing guard on compressor; shelving and cabinets in electrical room need to be secured; secure access to elevator pit.

- Discussion regarding access to elevator mechanical rooms and pits. Does Kone need separate locks and/or additional signage when they are actively working in an area? Does the door remain locked or does it unlock behind them? Karen to follow up with Tom from Kone and George Kafouros.

Radon Monitoring and Signage

- Scott Jaqua attended the meeting and discussed radon monitoring and signage. Since 2015, Scott has been doing radon monitoring on campus, and EHS is continuously monitoring areas on campus. Scott reviewed the [Radon Fact Sheet](#) and areas where signage has been posted.
- PSU employees requiring access to the posted areas must keep the door open at all times while the space is occupied, leaving the door open for at least 1 hour, if possible. If access will be for an extended period of time (more than 4 hours), contact EHS for ventilation recommendations.
- The group discussed options for adding ventilation to the spaces: cutting the bottom of the door, removing weather stripping, or adding a grill to the door.
- Other areas where the group requested assessments: Blackstone first floor following the mold remediation project; basement of SH for Mark/Kevin for monthly generator tests. If there are other areas with monthly maintenance tasks below grade, let Scott know the areas and he will check them.
- Through the American Lung Association, you can [buy a home radon test kit](#). It is recommended testing November or later after your home is closed up for the winter.
- Next step is for Scott to come to crew safety meetings and share the information and answer any questions. Todd to set up a crew safety meeting with Karen and Scott. Karen will add Scott to a Housing meeting and a CPC staff meeting. Aaron will add Karen and Scott to his next Zone meeting. Karen to reach out to George to invite Karen and Scott to the next Electrical crew meeting.

Rounds / New Safety Concerns

- Gail
 - Not present.
- Mark
 - Weather report is calling for 90 degrees by the weekend. We are going from spring to summer weather in a short period of time. Not a lot of time to acclimate. Make sure to hydrate and wear sunscreen and pay attention to how you are being affected by the heat.
- Dirk
 - Nothing to report.
- Jonathan
 - Reported that on RMNC level B1, there is a floor mat oversized for the space, creating a tripping hazard. Jonathan to submit a work order.
 - Karen added that anyone can put in a work order to address safety hazards, even if they are not on the safety committee, and are encouraged to do so. The link is through the [FPM Work Control Center](#).
- Todd
 - If you need to access Parkway, you need to go in there using the buddy system. He went in and found flammables, a mattress, needles/drug paraphernalia, and magazines.



- Karen will talk to Manny and Jeff to ensure they are aware of the building being broken into and more flammable materials in the building. When the building was secured, all flammables had been removed. Staff should reach out to CPSO to make sure the area is safe prior to entering, and should report this type of situation to CPSO. Also, make sure to wear appropriate personal protective equipment, cut resistant gloves and safety shoes.
- Dustin
 - CPSO puts in work orders about graffiti.
 - Q: Does CPSO put in work orders to EHS for hazards? Yes, EHS gets work orders about hazardous materials that need removing.
- Kevin
 - Biannual reminder that with the weather changing, the air in the building is changing. Make sure doors are shutting behind you properly. If there are air pressure problems, they can fix it. If the door doesn't shut, put in a work order.
- Houston
 - Not present.
- Aaron
 - Thank you Karen for doing the UPH rooftop safety tour yesterday.
- Mitchell
 - Nothing to report.
- Joe
 - Nothing to report.
- Richie
 - Nothing to report.
- Gabe
 - Thank you for the caution signs.
 - Discussion regarding what to do if injured: Gabe reported that you can go to SHAC for a first evaluation, but they may send you to the hospital or for further medical attention. If an employee is injured, they can go to a healthcare provider of their choice. Employees can use the [TAPS Employee Emergency Ride Home Program](#) for a ride to a healthcare provider if they are injured on the job.
- Erica
 - Nothing to report.
- Manny
 - Not present.
- Karen
 - A Heat Illness Prevention announcement is coming out soon. Make sure you complete your training through Canvas.
 - Safety Break is coming on May 23.
 - In addition to the UPH rooftop safety tour yesterday, we walked the SRTC, LH, and Broadway loading docks to assess for fall protection.
- Max
 - Nothing to report.

Action Items

- Karen: Follow up with FPM/Loni on pest control and cleaning up dust in the USB basement.

- Aaron: Rodent excrement found in the UCB generator parking area and dumpster area. Aaron to put in a work order to Joe Dahmen to put out traps.
- Karen: Update on work orders to adjust the door closer on the SRTC Bike Room door, add open door slowly signage, and to add paint hatching to the area by the SRTC Bike Room door.
- Karen: Follow up with FPM regarding contractor safety language in tenant contracts.
- Karen: Followup with Tom/Kone and George Kafouros regarding access to elevator mechanical rooms and pits. Does Kone need separate locks and/or additional signage when they are actively working in an area? Does the door remain locked or does it unlock behind them?
- Scott: Additional areas where the group requested radon assessments: Blackstone first floor following the mold remediation project; basement of SH for Mark/Kevin for monthly generator tests.
- All: Invite Karen and Scott to crew meetings to share radon information and answer any questions. Todd to set up a crew safety meeting with Karen and Scott. Karen will add Scott to a Housing meeting and a CPC staff meeting. Aaron will add Karen and Scott to his next Zone meeting. Karen to reach out to George to invite Karen and Scott to the next Electrical crew meeting.
- Jonathan: Submit a work order for the tripping hazard at RMNC level B1, there is a floor mat oversized for the space.
- Karen: Talk to Manny and Jeff to ensure they are aware of the recent Parkway building break-in.

Meeting Adjourned

Time: 11:24 am

Next Meeting

Date: 6/13/2023

Time: 10:00 am

Location: Google Meet (remote)
and in person

Next Inspection

Date: July 18, 2023

Time: 8:00 am

- 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.