

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
- [] Richie Segura, FPM Mechanical Systems
- [] Gail Hamilton, FPM In-House Construction Manager
- [] Vacant position, FPM Building Maintenance

- [P] Houston Mills, FPM In-House Construction
- [P] Mark Thomas, FPM Electrical
- [P] Kevin Reed, FPM Lockshop
- [] 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

Meeting Call to Order

Date: 10/10/2023

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

- Mitchell - Identify a Housing representative replacement for Mitchell.
 - Karen can provide a list of who has been on the committee in the past.
- Karen - Discuss FPM concerns about elevator room access with George, Cary, and Kone during the next elevator safety meeting. Can there be an exception for Systems to change out filters? Maybe Kone can change the filter?
 - Update: The meeting is next week, and Karen will discuss it then.

- Karen - Put Gabe in touch with Erica concerning ladder safety training for students and share ladder safety resources.
 - Update: Gabe and Erica have coordinated regarding ladder safety training and resources.

Incidents / Injuries

- Asbestos abatement project - Karen
 - Description: Following an asbestos abatement project, a PSU employee discovered that the contractor had cut four conduits with wire in them during a wall demo.
 - Follow-up: An incident review meeting took place with the contractor, CPC, FPM, and EHS. The primary goal of the meeting was to discuss procedures and responsibilities for utility identification and lockout tagout for demo and abatement projects.
 - Corrective Actions:
 - All utility locates are to be completed and clearly marked prior to starting work and verified by the saw operator.
 - Use a green color on removal of electrical lines or a red color for lines that are to remain. Use colored ribbon or paint or a mixture of both.
 - EHS will work with FPM and CPC on a PSU Don't Hit It form for Demo and Renovation Projects.
 - Include in-house crew in pre-con meetings with demo and abatement contractors to discuss scope of work and potential impacts to electrical and plumbing. Include a standing agenda item to discuss electrical safety and control measures for each project. Identify clear scope of work, even on small projects.
 - Discussion: Joe mentioned reaching out to Anne and George for assistance.
- Contractor pothole - Joe/Karen
 - Description: A deep hole was left unprotected right next to the sidewalk, located on SW 13th Ave, just south of the PS3 entrance/exit, between the fire hydrant and sidewalk. There was a potential for a serious slip/trip/fall and potential for a child to fall in the hole. CPS officers noted the issue and had FPM One-call respond. FPM One-call responded and covered the hole with a small piece of plywood and put a safety cone on top.
 - Follow-up: The contractor was making underground repairs to exterior lighting circuits and had completed some potholing at this location. The CPC project manager reached out to the contractor to correct the hazard by filling in the hole.
 - Corrective Action: The hole was filled in several days later by the contractor. PSU is waiting for an incident review report from the contractor.

- Discussion: Did anyone take a depth measurement? It was noted it was about a 6' hole. This was a second incident of this type for this project. The first was outside Montgomery where the contractor was asked to install cones and tape around their hole.
- Parkway demo project - Karen
 - Description: There was damage to multiple windows in an adjacent building, Parkmill, during demo of the Parkway building.
 - Follow-up: Debris from the demo project hit multiple windows of Parkmill. Large debris and concrete pieces broke and/or dislodged the protective plywood.
 - Corrective Action: Occupants were moved from north side Parkmill offices, conference rooms, and classrooms. Contractor to clear debris from alley and then reassess protective measures that are needed. Repairs and temporary window protection in the occupant spaces are being assessed.
 - Discussion: Joe mentioned a possible pattern. Karen added that there will be a more in-depth incident review. Joe asked if PSU reviews EMR (experience modification ratings) for potential contractors. It provides a safety rating and was completed for contractors where he worked for another employer. Karen and Jeff to discuss with Quinn and review with Contracts.

Campus Safety Committee Update

- Erica reported on workplace safety inspections that are being completed by the Campus Safety Committee. Primarily, fire prevention issues have been popping up for office inspections. The committee has been discussing outreach, how to get the word out to office users and dos and don'ts. Manny will attend the committee meeting this week. EHS has been discussing outreach and how to prepare employees after moves. Karen is reaching out to CPC about move guidelines that are shared with departments

Safety Committee Inspection

- 10/17/23 at 8:00 am
- Possible locations were discussed: UPH and the RMNC basement

Rounds / New Safety Concerns

- Mark
 - There are a lot more students on campus. We have entered the rainy season, visibility is low, and there are slick surfaces. Be careful.
- Dirk
 - Kudos to CPSO for spotting the hole behind PS3. Karen to reach out and thank them.
- Todd
 - Nothing to report.
- Kevin
 - There is a key box that is getting installed in the USB basement. It will be a good place to store your GGM set of keys. Start letting your crews and coworkers know. You'll be able to access it with your badge.
- Houston

- Dust control at demo projects has been good, kudos to them.
- Aaron
 - I am Interested in the key safe because I typically bike or ride public transit to work.
- Mitchell
 - Overall things are looking good. Trash room doors were being worked on in one of our buildings. The contractor left the doors with no lockset. I was notified and I reached out to the PM. This is a notice to ensure staff are keeping an eye on projects as well so things like this do not happen.
 - Karen - Was an impact notice issued for this work? Mitchell said there was no housing impact notice issued.
- Joe
 - Prepare for fall. He reminded EHS to get materials out to safety committee members.
- Gabe
 - Nothing to report.
- Erica
 - Nothing to report.
- Karen
 - Coming up next month there will be fencing set up outside Stephen Epler for backflow work near Veterans Day. Chris Hammond is the project manager.
 - Campus Beautification is next week from 10-12:30. Please wear appropriate gear and safety vests.

Action Items

- Karen - Discuss FPM concerns about elevator room access with George, Cary, and Kone during the next elevator safety meeting. Can there be an exception for Systems to change out filters? Maybe Kone can change the filter?
- Karen and Jeff - Discuss EMR rating with Quinn. Do we do it? If not, should we?
- Karen - Provide a list to Mitchell of who has been the Housing safety committee representative in the past.
- Karen/EHS - Get the Fall safety materials out to safety committee members ASAP.
- Karen - Reach out to CPC about move guidelines that are shared with departments

Meeting Adjourned

Time: 11:20 am

Next Meeting

Date: 11/14/2023

Time: 10:00 am

Location: Google Meet (remote)
and in person

Next Inspection

Date: Oct 17, 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.