Meeting Called to Order at 7:35am

Attendees:

- Patrick Kennedy – Plumber
- Jill Jones – Facilities and Construction Safety Officer
- Suzan Wilson - Landscaping
- Anatoliy Petriyenko - PHC
- Steve Rounds - CPC
- Cary Morris – Systems Supervisor
- Carey Gibbar – Trades Maintenance Coordinator
- Russ Ranard – Materials Management
- James Muir – Zone Maintenance

Absentees:

- Gail Hamilton – Trades and Construction Supervisor
- Michael Layman – Carpenter
- Mark Thomas – Electrical
- Jeff Farrell – PHC Safety Officer
- Kate Vance – Senior Project Manager
- David Troppe – CPSO

Issues Discussed:

Introductions and Review of Minutes
- The committee approved the March 2015 Minutes.

Vehicle Training/Campus Driving
- No updates, Jill will check with Heather and Brian Roy

Update on Safety (Incentive) Recognition Program
- We have 20 entries for the “Viking Safety Crew”, so it’s time for a drawing
- The light was voted to be the first incentive prize
- When to give it out? See new Business – Safety Break for Oregon

Unsafe Roof Project Report
- None of the projects are out to bid yet, but Jill will keep the group updated.

Report: Campus Safety Committee
Injuries for 2015 up until now were discussed. Due to people being absent from the meetings, this had not been done since last year.

There was an injury in the Housing Shop due to piles of stuff being stacked up – the area has been cleaned up.

CPR classes have come and gone, more will be offered in the fall.

Audit

Thank you to those who participated.

The draft will be sent out by Jill – please respond with comments or an “everything is ok”

2nd quarter is April/May/June – We should do the next audit in May to avoid the end of school rush in June.

Ideas for locations to be inspected:
- Send ideas to Jill – places that haven’t been done
- James has a shop in SMSU – will be inspected next quarter
- Plumber Shop
- Gail’s Carpentry Shop
- MCB shop
- ML Shop – winner – the building just had the fire pump put in, so this would be a good time to audit.

SRTC

Head knocker reported last month.

There is a warning sign going in both directions.

However, not everyone is seeing the sign, so do we want to ask to paint a bright stripe on the undercarriage and along each side?
- Yes, everyone agrees that this is a good idea.
- Jill will look into getting it done.

Food Cart Issues

Jill talked to Linda about the propane by the new fish cart. Linda will continue talking to City of Portland about the food carts on campus and around the city.
- The city says it will be updating food cart procedures, and will send a copy to PSU when complete.

The propane issue should not happen again, so let Jill know if you see it again.
- Re: Propane safety and not charging during business hours

The Dogs & Fries truck has switched to metal containers, and therefore should not have grease melting through containers again.

Once the city is done updating their procedures for food carts, we will be getting a map and contact information for food carts on campus.

We control the food carts during the week, but the city controls Saturday Market operations.
• The new city rules will apply to any and all food carts within the city.

New Business
• Richard in stores is concerned about parking near stores – very crowded, hard to maneuver around stuff with his van
  o Jill will check with Tim about EHS stuff and look into other sources as well.
• Safety Break for Oregon – 5/13 Native American Center 11:30-1:30
  o Like last year, there will be pizza in shifts so it stays hot and fresh.
  o The goal is not to be a meeting as much as a social/nice job event.
  o Do we want to do the incentive program gift (lights) at the event or separately? Other people up the ladder may have final say, but what is the opinion of the group?
    ▪ Send it out at the meeting – captive audience, better recognition
• Jill went to a safety meeting, and would like to share some relevant information.
  o Jill would like group members to be able to attend something like this in the future.
  o Jill shared the article “Energize Your Safety Committee” – it would be nice to incorporate some of the ideas into this committee. Such as:
    ▪ Creating a mission statement to share on the board downstairs?
    ▪ Other Ideas?
• Pat – where is CPSO? They should be represented here.
• Pat – Safety Break for Oregon – do we have a master of ceremonies? The speaker last year was great, let’s get him! Jill says they are still working on planning the event.
• Maybe get a guest speaker occasionally
  o Topics? General - so that it doesn’t exclude departments and is relevant to all.
  o Difference between red tape and yellow tape - FYI
    ▪ Red – immediate danger to life (crane work, excavation, high voltage, etc)
    ▪ Yellow – you can go around it once the threat is identified
  o Jill – there is a new SAIF rep, unsure of name, maybe she could come to the next meeting and introduce themselves
  o Perhaps have SAIF put together list of top ten injuries, etc. to present to the group (Jill could also get the list of OSHA’s top ten violations in 2014)
  o Could also incorporate ideas into safety talks
• What are the thoughts on having a vision statement? Why do we get together monthly, how do we share this with our peers?
Task: coming up with ideas, send to Jill, and next month we’ll put together a vision statement
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Incident and Near Miss Reporting
- Not much to report.
- Someone cut their finger doing nothing – paper cut

Other Items
- Pat – long range (BA school and Peter Stott) – are we doing something to make people aware of these projects?
  - Jill is working with contractors for safety stuff – pre-con walks
    - Both contractors are great – very safe (Fortis (PSC) and Skanska (BA))
- School of Ed moving to 2nd floor FAB, BA staying during construction
- Jill will be doing weekly walk-throughs on site and will share information with the group
- Jill may try to talk to the orientation leaders again to give safety briefing
- Clean Copy space will be becoming a Black Rock Coffee and barber college
- Another big project is trying to move CPSO next door to K house
- Upward Bound will be moving to 3rd floor SMSU
- Jun Jiao lab moving from SB1 to FAB/EB
- CPSO space will be renovated
- Montgomery Street will be shut down during BA construction

Action Items:
- Jill will check with Heather and Brian Roy about the development of a driving policy.
- Jill will provide updates on the unsafe roof project bids as they come.
- The audit draft will be sent out by Jill – please respond with comments or an “everything is ok”
- Jill will look into getting the head knocker at SRTC painted.
- Let Jill know if you see propane trucks in the park blocks again.
- Jill will check with Tim about EHS stuff and look into other sources as well, regarding the parking problem around Stores.
- Task for all: come up with ideas for a vision statement, send to Jill, and next month we’ll put together a vision statement.

Meeting Adjourned: 8:26am