Meeting Called to Order at 6:30am

Attendees:

- Patrick Kennedy – Plumber for Systems Services
- Jill Jones – Facilities and Construction Safety Officer
- Suzan Wilson - Landscaping
- Gail Hamilton – Trades and Construction Supervisor
- Farhad Khoshnahad – Materials Manager
- Carey Gibbar – Trades Maintenance Coordinator
- Michael Layman – Capital Projects and Construction
- Charles R Capizano – Housing Maintenance
- Ben Martinsen – Pipe and Steam Fitter
- Peter Ward – CPSO
- Mark Thomas – Electrical

Absentees:

- Cary Morris – Systems Supervisor
- Kate Vance – Senior Project Manager.

Issues Discussed:

**Quarterly Safety Audit - Outdoor Lighting**

- The committee began the meeting by walking around the campus in 2 groups and identifying any potential areas that are too dark and need attention
- The committee also identified any lamps that were out.

**November Minutes**

- The November 2014 Meeting Minutes were not approved.
- Jill will email the November minutes out to the committee for approval.

**Update on the Roof Project**

- EHS received the report from Reichle Associates concerning PSU Fall Protection Roof Inspection.
- There were 43 observations over the 10 building roofs that were inspected.
- Of the 43 observations; 32% were found to be critical, 30% were found to be serious, and the rest moderate or better.
• The report has been passed on to CPC and the project managers will begin work on the most critical citations first.
• The committee would like to know if fall protection upgrades could be included in building upgrades, i.e. School of Business/Education.

**Skateboarders**

• Skateboarders damaging property have been an ongoing discussion within the FPM Safety Committee.
• CPSO informed the committee that the only action they can take is to ask the skateboarders to move along.
• CPSO has no jurisdiction in the Park Blocks
• This is typically a seasonal issue that CPSO deals with annually.
• If any facilities personal see skateboarders damaging property feel free to email Peter Ward with CPSO.

**“Viking Safety Crew” Program**

• Art work issues have held up the roll out of the new safety incentive program.
• The “Viking Safety Crew” will begin the second week of January 5, 2015
• The FPM Safety Committee will help Jill distribute the cards to Facilities and CPC personal.
• EHS has already ordered the first 2 months of prizes.

**Committee Turnover**

• Starting in January the FPM and CPC Safety Committee will be adding some new members and some members will be leaving.
  o Suzan, Mark, Mike, and Carey Gibbar will remain on the committee
  o Farhad will find a replacement from his dept. to serve on the committee.
  o Kate will serve on the committee for 6 more months and then nominate another PM from CPC to replace her.
  o Gail, Cary, Ben, Pat, and Charles will speak to their supervisors and decided if they wish to remain on the committee or not.
• If you are interested in joining the committee in 2015 email Jill and speak with your supervisor.
Radon

- Ben asked if PSU does any testing specifically for Radon on campus.
- Jill spoke with Scott Jaqua, PSU’s RSO, and was informed that PSU does not do any radon testing on campus.
- This is because based on the location of the city of Portland, there is a low risk of radon.
- Jill will speak with Scott again about why there is no radon testing in residential buildings.

Incident and Near Miss Reporting

- Near Miss – A CPSO officer was backing a vehicle into the loading dock in Urban Center and collided with a ramp, which resulted in a broken tail light. This could have been prevented had the officer or his passenger gotten out of the vehicle and inspected the area before backing in.

- Injuries – A student employee slipped on the stairs coming down from the UCB wet roof and bruised their wrist.

Other Items

- EHS and Risk Management hope to have a draft of the vehicle training/campus driving policy by January. The committee suggested that this policy should also address issues such as; bike traffic, food cart flow and driving on lawns.
- Jill is still working on the code changes for confined spaces.
- It is likely that bump caps will soon be offered as an option if someone wants to wear one. The Utility Tunnel however may be considered as an area where bump caps are a requirement, however more to follow.
- The campus safety committee is looking for a new member from facilities, please email your suggestions on who you feel would be a good candidate to Jill by the end of the week.
- The committee suggested ideas for future tool box talks, including having an ergonomic tool box talk, more seasonal tool box talks, and tool box talks that include pictures as well.
- Gail’s crew has ordered new hoodies that include a reflective strap on the wrist for increased visibility.
- Gail asked if knee pads were considered PPE. Under OSHA, knee pads are not considered PPE, instead they fall under ergonomics.
FACILITIES AND CONSTRUCTION SAFETY
COMMITTEE MEETING
December 9, 2014 at 7:30am

Action Items:

- Committee Members - email Jill with your nominations for a Facilities representative for the Campus Safety Committee by the end of the week.
- Facilities Employees- if you are interested joining the FPM and CPC Safety Committee in 2015 please email Jill and speak with your supervisor.
- Jill will speak to Scott about Radon Testing in residential housing.
- If any facilities personal see skateboarders damaging property feel free to email Peter Ward with CPSO.
- Jill will email the November minutes out to the committee for approval.

Meeting Adjourned: 8:35am