

Oregon State University Health and Safety Committee
Summary of the August 26, 2009 meeting

Members present: Rainier Farmer, Dan Kermoyan, Heidi Melton, Kay Miller, Mike Collins, Sherri Hawkins

Members absent: Martha Adams, Drew Desilet, Jim Ervin, Bryan Feyerherm, Joyce Fred, Gary Fuszek, Karin Hardin, Jim Kiser, Becky Paasch, Jennifer Stewart

APPROVAL OF MINUTES. Minutes from the July meeting approved.

ACCIDENT STATISTICS AND REPORTS. More emphasis should be put on holding people accountable for safety. Supervisors should be held accountable for training their employees, properly and timely filling out accident reports, following up accident reports with doctors for modified work requirements, etc. Individuals should be held accountable for reporting accidents, avoiding repeat accidents, getting information from their doctors as needed, etc. Annual reviews should include evaluation of the supervisor's or employee's safety responsibilities.

Six accidents this month involved temporary employees. The committee discussed the need for temporary employees to receive the same safety training as permanent employees. Further discussion centered on the training supervisors receive about their safety responsibilities. The CORE class and the Human Resources web page are known resources. Heidi Melton is drafting instructions to be provided to supervisors who have not properly or timely completed accident report forms and/or follow-up actions. Time-loss claims must be paid, even if it is the doctor who does not submit the information on time. SAIF has the ability to fine physicians for not providing information in a timely manner.

It is recommended that safety instruction about poison oak exposure include recommendations for using protective skin "armor" or after-exposure cleansers (i.e. Tecnu).

An incident involving exposure to agricultural spray has not required treatment. Dan Kermoyan will meet with Horticulture and Botany personnel to discuss spray notifications and other exposure prevention measures.

A few of the accidents reported in July did not result in injury, but were recorded as required and in case of future health issues.

Due to recurring problems, Housing and Dining will now require use of cutting gloves while cleaning tomato slicers.

Two injuries resulting from loading an ATV into a pickup were the result of one incident.

There are plans to repair the tractor with broken power steering at the Vegetable Farm. The

employee who suffered overuse/strain of shoulders, arms and hands has been prohibited (by his doctor) from using the tractor again until it is fixed.

SAFETY INSPECTION REPORT. Four inspections and three re-inspections are scheduled for September. Committee members are invited to attend any of the planned inspections.

SAFETY TRAINING UPDATE. Safety training recorded by Environmental Health and Safety for July occurred in 32 departments and included:

- 82 bloodborne pathogen/lab biosafety
- 11 animal handler safety
- 5 respirator fit test and training
- 12 acknowledgement of safety training/hazard communication
- 1 office safety
- 2 golf/utility cart
- 72 power tools
- 3 forklift
- 65 lab hazard awareness for custodians
- 1 lab hazard awareness
- 2 initial - unsealed isotopes
- 6 refresher – unsealed isotopes
- 46 x-ray machines

OLD BUSINESS

- Hearing Conservation Policy – revisions are in process. There are still some decisions to be made regarding hearing protection requirement for impact noise exposure. Dan Kermoyan, Lance Jones and Martha Adams will continue to work on the policy.
- Final Draft UHSC Charter – The Charter was approved, pending a few typographical corrections. The Charter will be submitted to Mark McCambridge for his signature. A cover letter will be drafted by Heidi which outlines the changes to the current Charter.
- Accident Report Format – Heidi reported that Jacque Rudolph has not had a chance to review the reports proposed for deans/directors/department heads about accidents in their departments. Jacque plans to complete her review prior to the next UHSC meeting.

NEW BUSINESS

Nominations are for committee officers were discussed. Committee members will be asked to vote via email prior to the next meeting. The following nominations were made:

Secretary – Bryan Feyerherm and Sherri Hawkins

Chair – Drew Desilet and Jennifer Stewart

Chair-Elect – Becky Paasch and Karin Hardin

Write-ins will be accepted also.

ACTION ITEM UPDATES

- A. **Becky** will look into what the Vet Med procedures are for handling animals, especially with regard to restraints. *Becky not in attendance.*
- B. **Dan** will look into the forklift training provided at the Hermiston Experiment Station, the

age of the injured worker, and the appropriateness of having a student run a forklift. *No report.*

- C. **Dan** will investigate the autoclave injury. *No report.*
- D. **Joyce** will check into whether a special agreement needs to be in place between USDA and OSU Extension. *Joyce was not in attendance.*
- E. A work group (**Heidi, Dan, Joyce, Bryan, Jennifer**) will meet to discuss accident reporting. *The group met and reviewed sample reports. More work needs to be done in order to provide useful information. A cover letter for Deans/Directors/Department Heads will need to be drafted. A copy of the safety training matrix may be included so the DDDs know what safety training they should require for their workers.*
- F. Gary will check on the plan for Jefferson Street near the MU. *Gary was not in attendance.*

ACTION ITEMS.

- A. Dan Kermoyan will meet with Horticulture and Botany personnel to discuss spray notifications and other exposure prevention measures.
- B. Dan Kermoyan, Lance Jones and Martha Adams will continue to work on the hearing conservation policy.
- C. A cover letter for Mark McCambridge will be drafted by Heidi which outlines the changes to the current Charter.
- D. Committee members will vote for committee officers via email prior to the next meeting.

NEXT MEETING. Wednesday, September 23, 2:00 – 3:30 pm, **Oak Creek Building room 201**

Future meetings:

<u>Date</u>	<u>Building</u>	<u>Room</u>
September 23, 2009	Oak Creek	201
October 28, 2009	Magruder	197*
November 25, 2009	Magruder	197*
December 23, 2009	Magruder	197*
January 27, 2010	Dixon Rec	Upper Classroom
February 24, 2010	Dixon Rec	Upper Classroom
March 24, 2010	Dixon Rec	Upper Classroom
April 28, 2010	Weatherford	Tower Conference Room
May 26, 2010	Weatherford	Tower Conference Room
June 23, 2010	Weatherford	Tower Conference Room
July 28, 2010	Oak Creek	201
August 25, 2010	Oak Creek	201
September 22, 2010	Oak Creek	201

* Enter through the lobby; room 197 has restricted access.

DISTRIBUTION:

Committee members

Mark McCambridge, Vice President for Finance and Administration

John Cassady, Vice President for Research

Edward Ray, President

Vincent Martorello, Director, Facilities Services

Larry Roper, Vice Provost of Student Affairs

Sabah Randhawa, Provost and Executive Vice President

Staff, Environmental Health and Safety