

## University Health and Safety Committee

**Date of Meeting:** July 22, 2020

**Time:** 2:30 – 4:15 pm

**Location:** Via Zoom

**Members in attendance:** Mike Bamberger, Heidi Melton, Stephanie Harrison, Tarrigon Van Denburg, Laura Beaver, Ryan Mitchell, Dan Kermoyan, Sam Gras (Chair), Tom Doyle, Marcia Dickson, Keith Foster, Jim Patton, Kay Miller, Chandra Char, Linda Nye, Carrie Burkholder, Mike Mayers, Debi Rothermund, Steve Pitman

**Guest in attendance:** Dave Adams, SAIF

**Members absent:** Martha Adams, Jennifer McKay, Marcus Silkman, Jon-Michael McDaniel, Brian Stroup

Meeting called to order at 2:30 pm by Sam Gras, Chair

### 1. June 2020 – approve minutes

Motion to approve minutes from the June 24 meeting by Heidi, seconded by Linda. Minutes approved.

### 2. Old Business

#### 3.1 Sub- Committee/Work Group Reports/Assignments

3.1.1 Policy Review Work Group (Dan K) – waiting for status update (at policy committee) *Moving closer to approval; final reviews. Tom has had discussions with Compliance Officer (Susan Freccia). Getting close to approval, should be complete within a few months. Some policies will be converted to procedures. The UHSC will work on policies by topic. Chris Viggiani stated that he estimates it will be about five weeks until approval.*

*Another policy being looked at covers minors in work areas. Tom is working with Susan and the Office of Youth Safety and Compliance.*

*Strengthening Safety Coordinator program (currently voluntary); the umbrella policy makes it a stronger recommendation (strengthening responsibilities) for a person to serve as a liaison for their department. EHS sends information to Safety Coordinators. Some departments have hired their own safety officers.*

3.1.2 Safety Walks (Kay M) – submit completed walks to the Excel file in Box  
No need to identify high-touch surfaces (COVID), the work resumption team is doing this.

#### 3.2 Sub- Committee/Work Group Reports – *On hold pending safety policy finalization*

3.2.1 UHSC Goals (Heidi) *On hold until after overarching safety policy (will tackle how other policies are managed from here), and also other roles the committee may want to take on in the future.*

#### 3.3 Action Items Update (pulled from meeting minutes)

- *Maybe Cascades Campus and HMSC should have reps on this committee. A new rep from Cascades has been added. Dan will contact HMSC about getting a representative from there.*
- The UHSC could ask workers “How are your current operations affected, and how could the UHSC help?” Possibly get a centralized location for COVID-19 response online. *Sam will make a folder for COVID information updates in the UHSC box – anything that’s relevant. What everyone is doing. Not to get ahead of other entities. Per Tom, HR is working on all the information and putting it into an easier format to get to – no need for UHSC to make a website. Just a folder in box.*

### **3. Accident & Inspection Reports**

#### **4.1 Accident Reports – prior month (Heidi)**

Mike B asked about the Vet Med leptospirosis exposures – were established protocols followed? Can’t tell by corrective actions listed. Tom can check with Matt Philpott about it. Exposures are documented (not necessarily an illness, but the potential for illness). What is being done to limit exposure to animals with zoonotic diseases overall? Some concern with corrective action statements. Want to be sure protocols are being followed, PPE is being properly worn, etc. Will be considered a “near miss” in the future. Some animals require a lot of people handling the animal. Supervisors need to do better at investigation and corrective action statements, the use of PPE in particular.

Regarding the injury sustained by a library worker while shifting materials, was training provided? The Library does have SIM (Safety in Motion) trainers. Dan K will ask Marcus to follow up. This would have been a good opportunity to do training prior to doing the task.

The injury caused by an electric shock and subsequent fall from a ladder was discussed. What can be done pro-actively to prevent this from happening again? The incident occurred when emergency light bulbs were being replaced. The ceiling tile was opened and the worker touched a t-bar and received a shock. The fall from the ladder was about 4 feet. An electrician has looked at the system and found a loose wire that had been disconnected from a ballast which may have been touched by the individual. The loose wire has been repaired. The worker was a licensed and trained electrician. Dan K will review principles of Lock-out tag-out with maintenance people at Dixon Rec again. Best practice would have been to shut the breaker off prior to entering the ceiling space. It is unknown why/how the wire was detached. Checked other ballasts in area, no others showed the same problem. Individual is still off work. There was a ladder spotter. LOTO applies to many situations that involve energy of any kind. The Bridge learning platform has three modules for LOTO training. Facilities managers need to be sure their employees understand. A Facilities Managers group has been established with MU, UHDS, EHS, and Facilities Services; need to include custodians. Dave Adams noted that SAIF has recently done some safety training for ladders; will send link to Dan K to share with the committee.

#### **4.2 Fire Safety Inspections Update, available online (Jim Patton and Kay M)**

Started resuming research facility inspections, nothing unusual found. Reinspections have resumed as well. CFD has been participating. Reser Stadium will be inspected next month. Building Managers – a new fire extinguisher inspection website will roll out August 1. Contact Matt Ashland (EH&S) with questions. OSHA requirement for monthly inspections of fire extinguishers. Building Managers are getting notified of upcoming inspections (about 4 weeks ahead of time) as in the past. There was an incident at Gilbert Hall when a dry chemical suppression system went off. The heat probe was knocked; there was no fire. Jim reminded members to be careful around sprinkler heads and heat probes. Jim has received a lot of requests for holding fire doors open (for better air circulation due to COVID), most are not OK, especially stairwells. It is OK for non-fire doors to be propped open. Email

Jim with questions. Building Managers are asked to check their own building, try to correct, or contact Jim.

#### 4.3 Facilities Monthly Life/ Safety Work Orders/ Report (Facility Services)

Two buildings requested plexiglass shields for their spaces; they are being installed as they are received.

Gilbert Hall needs to change how their gas cylinders are stored, which is being addressed.

Magruder fire doors were not latching properly, have now been fixed.

Deficiencies in Plageman SHS are being corrected.

#### 4.4 On-Call Log / Report of Unsafe Conditions (EHS)

A few waste disposal questions, a broken training link on the EHS webpage, a leaking pump. EH&S has received several COVID related questions. Monday and Tuesday there will be another presentation by the resumption group. Space planning is working on maps of buildings for exits and entrances (to address traffic flow). Will send to Building Managers for comments. A cleaning plan is being worked on by the custodial service, ABM. Departments will be encouraged to do their own cleaning as well as ABM.

### 4. New Business

#### 5.1 Campus Fire Drill Plan Draft Review (Jim Patton)

Certain buildings must have regular fire drills (not too many – Plageman, Kerr Admin, Valley Library, residence halls). Some are quarterly, some monthly, some a few times/year.

Fire drills will be conducted by the EH&S fire group, and will be scheduled. Will try to be as unobtrusive as possible. Some will be tabletop only. All drills will be documented, and documentation will be available online. About five drills per month are planned. Business/classroom buildings require annual drills. The fire drill program will not begin during the pandemic. Residence halls require four drills per year (two in fall, one in winter, one in spring). Places of assembly (general public) have required quarterly drills. Jim has made the plan documents available in UHSC Box for member review. EH&S will make sure the campus dispatcher is contacted prior to running drills (this needs to be included in writing in the plan). Jim will include an evaluation checklist as an appendix to the plan.

#### 5.2 New Chair and Chair-Elect, update from 1x1 introductory sessions

Thanks to Heidi for service as Chair for the past couple years. Reminder of the UHSC mission.

Sam's initial goals as Chair:

- Fulfill charter
- Membership
- Timely and accurate reporting
- Pandemic support
- Situational awareness
- Information sharing and feedback
- Avoid complacency
- Leaders set the standard

Lots of interesting and import information shared.

What do we do with the information we gather? Process improvement.

Pandemic related information and resources

Mid-level support

- Information sharing and feedback
- Ground-level monitoring
- How to enforce compliance of pandemic guidelines?

Resources – situational awareness, guidance, training  
Information gaps – are you getting the information you need?  
There is nothing in the committee scope about a pandemic specifically.  
There are subject matter experts in many areas on campus.  
The committee should conduct regular Covid information reviews.

Ventilation – each HVAC system is its own organism. You can't just add HEPA filters to any system, it must be appropriate to the system and building. OSU is following CDC recommendations. Facilities Services will be putting out additional information. There are different challenges for each building. Sometimes opening windows will be the answer. The Cascades campus is looking at UV treatment for systems that recirculate internal air.

Dave Adams stated that SAIF has some resources from national sources (American Industrial Hygiene Association); he will send the information to Dan K.

Chandra Char asked about students with disabilities who may face challenges with resumption plans. There is a disabled student group on campus. Ben Wessel is in contact with Gabe Merrill (Office of Equity and Inclusion) regularly; maybe concerns should be funneled through Gabe. Chandra will reach out to Gabe and will copy Sam on emails.

Tarrigon asked whether anyone is tracking who is on campus and what they're doing. Not all people fall into worker/student categories. How are they protected (insurance, etc.)? Heidi said there have not been any COVID claims yet. Dave Adams noted that SAIF is working with the legislature on aspects of presumption of exposure; claims will be determined on a case-by-case basis.

## **5. Safety Training: Upcoming/ Planned/ Updates**

6.1 Submit upcoming/completed training information/records to Kay for recordkeeping

## **6. Agenda Item for Next Meeting**

7.1 Pandemic status and resumption plan information requirements

7.2 Sam will attempt to get a guest speaker at the next meeting, Jenny Haubenreiser, Continuity Management Team, Associate Vice Provost for Student Affairs and Executive Director of Student Health Services.

7.3 Open to UHSC

Vet Med has an app they are using for COVID contact tracing, OSU central web is looking into setting something up for the campus. Athletics has a system also. IT has made it user-friendly. Mike B said that contact tracing is being discussed and handled. Supervisor training for employees returning prior to September 1 includes contact tracing. Benton County Health Authority will do contact tracing, will reach out to OSU as needed. There are some administrative challenges at OSU, in addition to FERPA and HIPPA concerns.

Adjourned 4:15 pm

**Next Meeting Date / Venue:** August 26, 2020 / Zoom