

## **Oregon State University Health and Safety Committee** **Summary of the April 27, 2011 meeting**

**Safety Committee Roster:** Martha Adams, Jim Ervin, Joseph Evans, Rainier Farmer, Bryan Feyerhem, Joyce Fred, Karin Hardin, Sherri Hawkins, LaDonna Johnson (alt. for Martha Adams), Dan Kermoyan, Ricardo Letelier, Michael Mayers, Heidi Melton, Kay Miller, Mathew Rodgers, Jennifer Stewart, Viki Taylor (alt. for Joe Evans), Chuck Yutzie, DPS Officer Greg Axe

**Members present:** Martha Adams, Jim Ervin, Joseph Evans , Rainier Farmer, Bryan Feyerhem, Joyce Fred, Karin Hardin, Sherri Hawkins, Dan Kermoyan, Heidi Melton, Jennifer Stewart, DPS Officer Greg Axe, Matt Rodgers

**Members absent:** Ricardo Letelier, Kay Miller

**APPROVAL OF MINUTES.** March minutes approved.

### **INCIDENT STATISTICS AND REPORTS.**

1. 02/28/11 First Aid - DNA gel small volume of buffer splash up onto chin. Karin followed up regarding and summarized the issue was being a needed process change, suggestion of a "best practice" would be to open the container in the sink to avoid splashes.
2. 02/09/11 Medical Treatment - guide roller on band saw came loose – Per Dan's review, the Forestry Department now has their own Safety Committee again where these items can be addressed specifically within their department. The areas Dan reviewed indicate that the correct things are being completed by the department in regards to training, following PPE use guidelines and checking the equipment on a regular basis.
3. 02/19/11 Right wrist strain due to carrying 40lb bucket of mud approx. one mile. Committee agreed that process discussion should be completed between employee and supervisor regarding "best practice" for such activity.
4. 03/23/11 Back strain due to moving dead cow out of back of truck. Agreed that "best practice" discussion between employee and supervisor should eliminate such incidents in the future.
5. UHDS incidents Mike is working on review of their processes in regards to the report of injury/accident document process. It is possible that the area of need is the "after action review" area within their department. More information will be provided as Mike completes his reviews.

### **SAFETY INSPECTION REPORT MAY**

- 4 - 1:30 pm – DIXON REC
- 5 – 1:30 PM – MILAM HALL
- 10 - 9:00 AM - WITHYCOMBE HALL
- 11 - 9:00 AM – HINSDALE WAVE LAB
- 11 – 1:30 PM – APIARY FACILITY
- 12 – 1:30 PM – CULTURAL CENTERS

## **SAFETY TRAINING UPDATE**

For the month of April 2011, EH&S recorded the following training, which occurred in 33 departments:

|    |  |
|----|--|
| 23 | Bloodborne pathogens/laboratory biosafety (initial or refresher) |
| 76 | Animal Handler safety  |
| 5  | Respirator training and fit test                                 |
| 2  | Acknowledgement and hazcomm                                      |
| 6  | Golf/utility cart  |
| 3  | Isotope user refresher   |
| 12 | X-ray training   |
| 1  | Nuclear gauge refresher  |
| 4  | Radiation Center orientation                                     |
| 2  | Hazmat receiver  |

## **OLD BUSINESS**

1. Emergency Procedures Flip Chart adding do not use Fire Extinguishers unless trained to do so & info regarding elevator use. A draft copy will be presented to the Committee for review once completed. Per Matt, still under construction.
2. New Chair Elect is Bryan Feyerhem. Bryan will begin those duties on 07-01-11.
3. Golf Cart Use sub-committee formed to review policy and bring suggestions back to Safety Committee in regards to any changes that they find to be needed. Group scheduled to meet in May.

## **NEW BUSINESS**

1. Safety Compliance Committee Group requesting feedback regarding vulnerabilities of the safety committee. Several items shared with Dan and Karin to take back to their reporting.
2. Safety Acknowledgement Form – taken out of the employment hiring process. Requesting explanation in regards to why this was completed without the safety committee's knowledge and how/where can we get this practice re-implemented.
3. Web Development Sub-committee to be formed to work on implementation of needed web site and/or enhancements to improve safety tracking and resources available to the OSU Community with Central Web Services.
4. We will have a re-vote at the next meeting to determine the Co-Chair for the Chair Elect position within the Safety Committee.

## **ACTION ITEMS**

1. Kay has all the policies in word documents with traced changes, will send them to Karin & approach web person to get the items updated on the website. Suggestion given to add last review date to the web docs.
2. Revise the Acknowledgement of Safety Rules, Emergency Procedures and Hazard Communication Training form to include the Emergency Procedures flip chart. Per Matt, in progress.
3. Golf Cart Use Sub-committee formed for policy review & reporting back to safety committee suggested changes.
4. Web-site development committee formed to meet with Central Web Services to discuss possible ability for safety informational portal and/or other ideas in regards to making safety documents, education, etc. available to the OSU Community..

**NEXT MEETING.** May 25<sup>th</sup> 2:00PM – 3:30PM TBD

**LONG TERM FOLLOW-UP ITEMS:**

- A. Bicycle Signage - walk zones – handled by Facilities
- B. Policy 204 - Matt discussed the “areas of rescue” plans and the lack of maps of evacuation in each building. Plans must be made per building, policy should be general. End of year time-line for completion of project.
- C. Bicycle Helmets use on campus – review in 6 months

**DISTRIBUTION:**

Committee members

Mark McCambridge, Vice President for Finance and Administration

Rick Spinrad, 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