

Oregon State University Health and Safety Committee

February 23, 2017

Milam 119, 2:00 – 3:30 pm

Meeting Summary

Members Present: Debi Rothermund (Chair), Steve Beaudoin, Tim Borgen, Carrie Burkholder, Kevin Christman, Marcia Dickson, Victoria Heiduschke, Jim Kiser, Barbara Lerwick, Ariel Leshchinsky, Mike Mayers, Jennifer McKay, Joe McQuillin, Heidi Melton, Ryan Mitchell, Roshni Sabedra, Mike Sreniawski, Jennifer Stewart

Members Absent: Mike Bamberger, Stephany Chacon, Erin Frost (alt), Dan Kermoyan (alt), Patrick Hughes (alt), Kay Miller, Christina McKnight, Jim Patton, Aimee Scrivens (alt)

INTRODUCTIONS

Brief introduction of members to those newly present.

APPROVAL OF MINUTES

Question from Jennifer McKay regarding minutes from last meeting (due to absence at that meeting) regarding discussion with planning of delivery trucks on campus. Minutes from the January meeting were approved as written.

OLD BUSINESS

- Debi is continuing work on committee membership. Continuing to reach out to Engineering and Science. *In progress. Kevin Christman will represent Facilities Services.*
- Debi heard back from Interim VP regarding letters for committee membership, asked if anyone had a draft letter from past. Ariel indicated that she could get version from other committee to use as draft for this one. Would suggest also that something is drafted to invite people to join committee (for Interim VP to share at upcoming Faculty Senate meeting). Interim VP also asked about policies, confirming UHSC is not passing things without them going through his office, confirmed this is not occurring. Minor editorial changes do not need approval from the VP.
- Hydrofluoric acid program. *Jennifer McKay to follow up with Lance Jones,*
- Mike S will develop an FAQ or “How do I...” section for the Unsafe Conditions report form on the EHS website, once the new EHS website is up. It will also be distributed to building managers, facilities services, GCA, etc. *In progress.*
- Beavers Bike Safely video shared in OSU Today this month by UHSC, also playing in Milam now. Mike Mayers still working on getting this up in the MU, and asked Joe McQuillin to follow up on if it can be played in UHDS. *In progress.*
- Heidi did not yet complete draft of notice to announce UHSC meetings open to public, will work on this before next meeting. *In progress.*
- Safety Committee Training. Kay has sent reminders and a link to the training to those members who did not attend the November meeting and had not completed the online training.

REVIEW OF ACCIDENT REPORTS

- Question regarding multiple reports with “Angel” and if these are duplicates. Clarified for committee that each line is a separate employee exposed. One report can be done with several people on it, but each person will show as a line on the report for the committee.
- Discussion regarding slip/trip/fall and possible increase due to inclement weather. Discussed campus area and how that can be covered in claims as property (premise rule) under workers’ compensation versus commute (travel to/from work, but not on employer premise) generally not being covered. Discussed how this affected statewide operations due to extended cold snap and freezing in various parts of the state, especially areas like the valley where this is not the norm.
- Discussion of report of cut on vent hood, how this is managed in MU (use of cut gloves for this task) versus procedures in UHDS for insight on possible corrective action for future.
- Discussion of 1/18/17 near miss (person came into seminar who was on run from police). Debi brought up recent event in Milam where person came in asking unusual questions, with possible mental health issues. Discussed protocol for notifying Campus Public Safety for immediate assistance. Carrie suggested review of Mike Bamberger’s emergency plan as to best practice for handling these cases. Ryan discussed similar issues being addressed in Vet Med regarding limiting access to specific portions of building due to similar concerns.

FIRE SAFETY INSPECTIONS UPDATE

Inspection reports are posted on the EH&S website as they are completed.

FACILITIES MONTHLY LIFE/SAFETY WORK ORDERS

No report – Kevin to work on this for next month

EH&S ON-CALL LOG/REPORT OF UNSAFE CONDITIONS

No reports documented this month.

SAFETY TRAINING UPDATE

Heidi Melton noted that training with Athletics dept. on workers’ compensation/accident reporting is scheduled in March.

NEW BUSINESS

- Debi brought up that there is a new push out of Community & Family Development to make OSU a tobacco free campus (as opposed to only “smoke free”). Would UHSC be in support, or want to join early efforts? Mike M. brought up issues faced in his area with people spitting in cans, becomes a blood borne pathogen/biohazard issue. Ariel discussed how SHS was part of effort to go smoke free. Discussed some available programs, such as smoking cessation through SHS and PEBB. Agreed that committee would provide any info as requested, but not be involved in early planning.
- Tobacco free issue also brought up conversation regarding costs associated with clean up from smokers in front of Pride Center and by INTO. Kevin noted that he is working with others for signage to post notice to allow for fines from police for littering in these problem areas.
- Safety Walk was discussed. Would spring be a better time to do the walk than summer (due to constructions in summer, and student traffic during academic year)? Should we add additional items to look for, such as traffic/congestion issues on campus and in specific high traffic areas. Also noted that nighttime walks might be better before spring time change to

allow them to be done earlier in the day. Idea to continue safety walks to look for sidewalk condition (traditional safety walks), but rotate possibly by term for specific areas of high traffic (Jefferson, the quads). Suggestion to discuss with Capital Planning (Rebecca) what areas they might like us to look at (ie. bikes cutting across lines of pedestrian or vehicle traffic, ADA issues related to bikes blocking ADA access, etc...). Mike S will talk with Capital Planning and TAPS.

- Jennifer S. brought up question of if the committee wants to set goals for a particular focus each year moving forward (one year focus on membership, then policy review, safety walks, education, etc). Concern about policy review not being done on an ongoing basis. Ariel mentioned that an annual report might also be beneficial to the committee, to outline accomplishments in the prior year. Discussion about needing more people to attend regularly, for policy review to be effective. Idea of maybe assigning policies to various committee members to have them check links to ensure all active. Also idea for sub-committee to work on goals. Discussed review of policies versus creation of policies. Heidi suggested we follow up with Kay to see which policies had been send to Mark McCambridge and Glenn Ford to see if there were any policies still in limbo (waiting for approval) that could now be sent to Interim VP for approval. Possibly do some kind of annual report to see what is complete versus outstanding before setting goals. Mike S. noted that he would send the Safety Committee guidelines to group via email again, as this might clarify some of the questions regarding policy review. Discussed starting with a review or creating a report regarding committee guidelines and expectations, better documentation of efforts of this committee (for the board, to support the mission) and look at policies sent to VP prior to interim where there had been no response to resend for approval.
- Discussed possible minimal attendance requirements. Discussed difficulty for those teaching to make meetings some terms. Discussed alternate as option, but some departments have difficulty getting an alternate. Other methods suggested might be confirmation from those missing meeting that they will not be in attendance, bringing forward issues via email if unable to attend, and confirming review of meeting minutes with additional input via email on new business, accident report review, and tasks. Joe discussed the “box” (cloud based file share program) as a possible option to create a space for committee information (agendas, accident reports, minutes, policy revision drafts, etc).

ACTION ITEMS

- Debi will continue to work on UHSC membership
- Mike S will develop an FAQ or “How do I...” section for the Unsafe Conditions report form on the EHS website, once the new EHS website is up. It will also be distributed to building managers, facilities services, GCA, etc.
- Jennifer M will continue work on a hydrofluoric acid policy/procedure and provide UHSC attendance data.
- Heidi will draft a message for OSU Today to run one week prior to UHSC meeting, notifying campus of their open invitation to attend (discussed at this meeting possibly doing open invite on a schedule, rather than for every meeting, to ensure able to get through agenda and have room large enough if others attend. Maybe quarterly?)
- Mike S to talk to Capital Planning and TAPS regarding safety walks issues.
- Mike S to send out UHSC charter review before next meeting (completed 2/23/17)

- Discuss with Kay a plan to review notes/create report to verify committee is meeting the goals in the charter, or if not, how we can.
- Reminder to those who have not completed online committee member training to please complete this (contact Kay for link)
- Kevin will provide report of monthly Facilities Services Life/Safety work orders.

NEXT MEETINGS

Wednesday, March 22, 2:00 – 3:30 pm, Milam 119

Wednesday, April 26, 2:00 – 3:30 pm, Milam 119