

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

Safety Committee Roster: Martha Adams, Jim Ervin, Joseph Evans, Rainier Farmer, Joyce Fred, Bryan Feyerherm, 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, Camille Frietag

Members present: Martha Adams, Jim Ervin, Joseph Evans, Rainier Farmer, Camille Frietag, Karin Hardin, Sherri Hawkins, Dan Kermoyan, Jennifer Stewart, DPS Officer Greg Axe

Members absent: Michael Mayers, Kay Miller, Mathew Rodgers, Heidi Melton & Bryan Feyerherm

APPROVAL OF MINUTES. June minutes approved.

1. 06/21/11 Uneven pavement question regarding location - area under construction, per committee member area has had issues for quite some time. Believe to be plans for repair.
2. 06/28/11 Bumped head while underneath desk, began vomiting. No details available
3. 06/09/11 Ag Exp. Station – strap caught in forklift – would like Dan to review situation, training, etc.
4. 06/23/11 Grad Student smashed finger – Crop & Soil science – while at surplus. Question regarding no assistance from Surplus Dept – too busy... needs to be reviewed. Question came up regarding who is responsible for assisting with moving on campus – use to be facilities, no longer offering service – surplus doing now. Surplus not available for Karin 2 weeks. They hired moving company. Rainer stated he was told to move his own books. Moving issue on campus – timeline needed Hiring people (students) to do moves not sure about training completed. Is this due to fees at surplus to assist? Where does a dept find out how to get assist to move?
5. 06-11-11 Tripped on the wheelchair platform and fell onto her knees, arms, and hand – need to look into this further – have Dan look at. May be freight it

3PM Central Web Services meetings on 07/28/11 @ Kerr - try to attend

SAFETY INSPECTION REPORT JULY

See list provided by Jim Patton

SAFETY TRAINING UPDATE

OLD BUSINESS

1. Golf Cart Use sub-committee met in May have preliminary plan, will report update at next meeting.
2. Web Development Sub-committee 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. Further meetings to be scheduled at later date.

3. 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 – Winter Term before work begins on web site training program updates.
4. UHDS – update shared regarding safety training, etc. The Dining Managers are required to be on department safety committee. 13 week training process. The Dept has had leadership changes, end of year creates minds being on other things other than safety. Concept leaders - docs for student employees.
5. Policies make structure consistent

NEW BUSINESS

No Submissions – suggestion when review policy – consistencies OCB201 – possible meeting room.

ACTION ITEMS.

001 Intro Risk doing their section Rainer doing EH&S Part and Karin completing final edit for next meeting.

1. Check with Heidi to see if it is possible to have her create accident/incident reports by location for UHDS? - Per Heidi – need to sort on own
2. Martha needs final copy of Animal Handlers Document which was approved by Safety Committee. - Got it!
3. Next meeting we will begin to review policies to finalize them.
4. Kay - website needs training programs, winter term before work begins

NEXT MEETING. July 27th, 2011 At Dixon Rec Center, Conference Room (2nd floor)
2:00PM – 3:30PM

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
- D. Sub-Committee work regarding reporting – Training and Accidents
- E. Revise the Acknowledgement of Safety Rules, Emergency Procedures and Hazard Communication Training form to include the Emergency Procedures flip chart.
Per Matt, in progress (no longer making flip charts Matt Rogers one page – DPS prints them. – Does not meet OSHA regs as is – request update from Matt and Dan
- F. 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.. Had first meeting, will have further meetings with committee to work out details.

DISTRIBUTION:

Committee members

Mark McCambridge, Vice President for Finance and Administration Add Bob Nettles

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