

# Oregon State University Health and Safety Committee

March 22, 2017

Milam 119, 2:00 – 3:30 pm

## Meeting Summary

**Members Present:** Debi Rothermund (Chair), Jessica Armstrong, Steve Beaudoin, Tim Borgen, Kevin Christman, Marcia Dickson, Dean Fritz (alt), Jim Kiser, Barbara Lerwick, Jennifer McKay, Joe McQuillin, Heidi Melton, Kay Miller, Ryan Mitchell, Roshni Sabedra, Jennifer Stewart

**Members Absent:** Mike Bamberger, Carrie Burkholder, Erin Frost (alt), Victoria Heiduschke, Dan Kermoyan (alt), Patrick Hughes (alt), Christina McKnight, Jim Patton, Aimee Scrivens (alt), Mike Sreniawski

### INTRODUCTIONS

Brief introduction of members to those newly present.

### APPROVAL OF MINUTES

Minutes from the February meeting were approved as written. Training data from February will be included in March minutes.

### OLD BUSINESS

- Debi is continuing work on committee membership. Continuing to reach out to Engineering and Science. *In progress.*
- A letter of appointment from the VP to new members has been drafted and will be sent to Brigitte Graham, Executive Assistant to Mike Green.
- 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.*
- Heidi did not yet complete draft of notice to announce UHSC meetings open to public, will work on this before next meeting. *In progress.*

### REVIEW OF ACCIDENT REPORTS

- There were multiple exposures to xxx in Veterinary Medicine.
- Supervisors (or other administrative staff with direct knowledge of the incident) must complete accident reports for their workers. Corrective actions are an important component of the reports.

### FIRE SAFETY INSPECTIONS UPDATE

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

### FACILITIES MONTHLY LIFE/SAFETY WORK ORDERS

Kevin provided a report, which was reviewed.

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

No reports documented this month.

### **SAFETY TRAINING UPDATE**

Heidi will be providing training on accident reporting to University Housing and Dining Services facilities workers.

In February and March, Environmental Health and Safety recorded the following trainings, which involved 90 departments:

<b>Feb and Mar '17</b>	<b>Course</b>
57	Bloodborne pathogens for non-lab workers
70	Bloodborne pathogens/laboratory biosafety
1	NIH Guidelines
410	Hazardous waste training
3	Hazardous waste storage facility procedures
1	IATA dangerous goods by air
4	Universal waste handling for HW facility workers
209	Universal waste handling
15	Formaldehyde safety
73	Lab hazard awareness for non-lab workers
246	General laboratory safety
78	Animal handler safety
20	Noise and hearing conservation
37	Respirator training/fit testing (includes 1 PAPR fit test)
53	Acknowledgement of safety training and hazard communication
12	Emergency operations plan
86	Fire extinguisher
4	Forklift operator
11	Ladder safety
4	Pesticide worker WPS
305	Globally harmonized system/HazCom/SDS
54	Golf cart/utility vehicle
2	Office and general safety
6	Respirator for comfort only
2	Safety Committee training
6	Workers' Compensation training
1	Isotope user orientation
5	Isotope user refresher
6	Laser safety
3	Sealed radiation source (new or refresher)
23	X-ray machine safety

### **NEW BUSINESS**

- Safety Walks – Meredith Williams (Transportation Services) has identified eight critical intersections for vehicle/pedestrian/bike traffic. The UHSC will conduct a survey at those locations plus the three major quads. Surveys will be done during spring term, both during class change times and during slack times. Regular safety walks will be conducted in the summer. Kay will put together a list of available survey locations; members will choose a location and survey it at two separate times. Kay will draft a checklist.
- UHSC goals

- Mike S will send the bylaws to members again.
- Goals are a way to measure accomplishments, show collaborations/partnerships, and share the UHSC story.
- Suggested goal: increase communication regarding safety with the university.
- First step – figure out where we are regarding what items are pending, etc.
- A better (more complete) description of the UHSC should be included with the committee interest survey.
- An annual report should be drafted each year at the end of the fiscal year.
- The committee discussed who should take minutes when the Secretary is absent. It was agreed that the Past Chair would take minutes; if unavailable, then a representative from Environmental Health and Safety, Risk Management, or Occupational Health would be asked to fill in. The Bylaws will need to be updated.
- Crosswalk striping needs improvement at the intersections of 14<sup>th</sup> and Monroe, and 14<sup>th</sup> and Jefferson Streets. A report will be sent to Rebecca Houghtaling and/or the City of Corvallis. Kevin will talk with Rebecca.
- Construction traffic at Peavy Hall should have a flagger.
- The committee will discuss creating safety rewards for safety compliance excellence. Rewards could be granted for timely reporting, safety training, special accommodations, committees/participation, preparedness, etc.
- Now that the UHSC box has been established, minutes, agendas, attendance will be posted there.

### **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.
- Kay will put together a list of available traffic survey locations; members will choose a location and survey it at two separate times.
- Kay will draft a checklist for the traffic survey.
- Kevin will talk with Rebecca Houghtaling about crosswalk striping.

### **NEXT MEETINGS**

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

