

# Oregon State University Health and Safety Committee

May 25, 2016

## Meeting Summary

**Members Present:** Jennifer McKay (Chair), Kay Miller, Ryan Mitchell, Joe McQuillin, Heidi Melton, Nathan Patterson, Jim Patton, LeAnna Pitts, Debi Rothermund, Mike Sreniawski, Jennifer Stewart

**Members Absent:** Mike Bamberger, Carrie Burkholder, Denson Chatfield, Patrick Hughes (alt), Dan Kermoyan (alt), Jim Kiser, Zac Laugheed, Ariel Leshchinsky, Mike Mayers, Christina McKnight, Kris Osterloh, Aimee Scrivens, Anthony Veltri

**Guests Present:** Two interns from Recreational Sports

### APPROVAL OF MINUTES:

Minutes were approved with one minor change (addition of information about injured students/student workers being able to seek treatment at Student Health Services).

### OLD BUSINESS

- Jennifer M hopes to verify committee membership/status next month. Also hopes to have new members on board in September (representing groups that have been identified as needing members).
- Nominations for chair and chair-elect will be voted on in June, with new terms beginning at the July meeting.
- Mike S and LeAnna are working on the freezer/cold room SOPS to include alarms and egress guidance. *In progress.*
- Mike has developed a compendium of university health and safety inspections, with input from throughout campus, and distributed a copy to members.

### REVIEW OF ACCIDENT REPORTS

Several individuals reported norovirus symptoms; one claim was submitted to SAIF but will probably be denied. University Housing and Dining Services did an excellent job in their response to the outbreak. Dining halls switched to all disposable serviceware, and no reusable to-go containers were issued. Dixon Recreation Center also did extra cleaning and had no reported illnesses.

### FIRE SAFETY INSPECTIONS UPDATE

All 2016 fire inspection reports have been posted to the website. The annual inspection schedule will be posted soon. There is a significant problem at Cordley Hall with flammable liquids, but there were no other items of note from last month's inspections. Generally, reinspections are done after six weeks. Major issues are followed up; escalation of response continues until problems are addressed. Escalation may include reporting to higher authorities, and – rarely – assessment of fines.

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

No items.

## **FACILITIES MONTHLY LIFE-SAFETY WORK ORDERS REPORT**

Mostly testing of fire systems and abatement work.

## **SAFETY TRAINING UPDATE**

In May, EH&S recorded the following safety training across 63 departments:

<b>March</b>	<b>Course</b>
4	Bloodborne pathogens for non-lab workers
9	Bloodborne pathogens/laboratory biosafety
0	NIH Guidelines
71	Hazardous waste training
35	Universal waste handling
23	Formaldehyde safety
8	Lab hazard awareness for non-lab workers
68	General laboratory safety
35	Animal handler safety
16	Respirator training/fit testing (incl. 1 SCBA)
62	Acknowledgement of safety training and hazard communication
11	Fire extinguisher
0	Forklift
69	Globally harmonized system/hazcomm/SDS
29	Golf cart/utility vehicle
15	Office and general safety
22	Supervisor safety responsibilities
2	Nuclear gauge safety
2	Isotope user refresher
8	Laser safety
2	Sealed radiation source (new or refresher)
20	X-ray machine safety

Upcoming safety training opportunities are listed on the EH&S safety training web page.

## **NEW BUSINESS**

The UHSC charter is to be reviewed and modified as needed. Kay mentioned that the document should be by-laws, not a charter. The by-laws of the OSU Board of Trustees is a good example. Kay will distribute via email to all members to review. The current charter does not state that Safety Policies and Procedures are approved by the Vice President for Finance and Administration, although that has been the accepted practice for many years.

Members are asked to notify Jennifer M if they no longer wish to serve, and to provide a suggested replacement if possible.

Jennifer will contact the Department of Public Safety about getting a representative to attend meetings.

It will need to be determined whether the epi-pen program should be a safety policy or just a service provided by Occupational Medicine.

### **ACTION ITEM UPDATES**

- Heidi will begin gathering and distributing health and safety informational topics for OSU Today and posting on the UHSC website. *First items have been published.*
- Jim will send reports and the inspection schedule to Kay for posting on the website. *Done*
- Mike S and LeAnna are working on the freezer/cold room SOPS to include alarms and egress guidance. *In progress*
- Tyler Strampel is continuing work on the hydrofluoric acid policy. Jennifer M will contact Tyler to discuss. *In progress*
- Jennifer M is continuing work to confirm UHSC memberships. *In progress.*
- Mike S and Kay will develop a Qualtrics survey to gather information on safety/health inspections being performed at OSU facilities. *Not necessary - the Excel file is sufficient*

### **ACTION ITEMS**

- Kay will send copies of OSU Board of Trustees Bylaws to members to review.
- Members will work on drafting bylaws (updating charter).
- Members will contact Jennifer M if they wish to leave the committee, and provide a suggested replacement if possible.
- Jennifer M will contact Public Safety about getting a representative to attend.
- Determination will be made about epi-pen (policy or service).
- Nominations for chair and chair-elect will be voted on at June meeting.
- Kay will prepare materials for safety walks to be conducted in July. LeAnna will be asked to provide information about what to look for for the suicide prevention committee.

### **NEXT MEETINGS**

Wednesday, June 22, 2:00 – 3:30 pm. **Women's Building room 210**

Wednesday, July 27, 2:00 – 3:30 pm. Magruder 269

Wednesday, August 24, 2:00 – 3:30 pm. Magruder 269