

Oregon State University Health and Safety Committee

November 16, 2016

Milam 119, 2:00 – 3:30 pm

Meeting Summary

Members Present: Debi Rothermund (Chair), Carrie Burkholder, Stephany Chacon, Heidi Melton, Ariel Leshchinsky, Mike Mayers, Jennifer McKay, Kay Miller, Ryan Mitchell, Roshni Sabedra, Mike Sreniawski, Jennifer Stewart

Members Absent: Mike Bamberger, Erin Frost (alt), Dan Kermoyan (alt), Jim Kiser, Patrick Hughes (alt), Zac Laugheed, Christina McKnight, Joe McQuillin, LeAnna Pitts, Aimee Scrivens (alt)

Guest Present: Barb Lerwick, Student Health Services

INTRODUCTIONS

Barb Lerwick was introduced as Ariel's alternate while Ariel is on leave in a few months.

APPROVAL OF MINUTES

Motion to approve the minutes from the October meeting as written, with one minor correction (Jennifer S contacted the Clery Office, not Debi), by Carrie; Mike S seconded. Approved.

OLD BUSINESS

- Mike S moved that the UHSC bylaws (v1.0) be approved as written with the following minor changes:
 - In the list of represented areas, "Extension/Experiment Station" will be changed to "Extension"
 - Under Committee members, "Communicate committee activities to his/her department" will be replaced with "Communicate committee activities to his/her operational unit"

Carrie seconded the motion; motion passed.

- Debi will continue working on committee membership. *Jim Kiser and Forestry department head will be asked for a replacement for Jim.*
- Jennifer M will put together an attendance sheet for the past year. *Done*
- Members are still needed for Engineering, Extension and Science, and a new Facilities Services member will be needed to replace LeAnna Pitts who has left OSU.
- Debi spoke with Mike Bamberger about notification procedures in emergencies such as a gas leak, etc. Mike stated that an OSU Alert should have gone out immediately when the recent gas leak was discovered, to warn people to stay away and/or evacuate nearby buildings. He is currently working on a policy/procedure for future use.
- Jennifer S spoke with Patricia Young in the Clery Office to discuss timely warnings. Public Safety is responsible for issuing timely warnings. Patricia or Michele Spaulding (Clery Office) may attend an upcoming meeting.
- Joe Majeski (Facilities Services) has taken on the covered bridge safety problem. Debi reached out to the Oregon Covered Bridge Society but has not received any response. Debi will write them again; if no response is received in a timely manner, signs will be made without their input.

- Bike vs pedestrian accidents - Heidi will be asked to gather information on bicycle accidents on campus. Debi has invited Tim Brewer (Public Safety), Meredith Williams (Transit Services), and Rebecca Houghtaling (Facilities Planning and Development) to the December meeting to discuss options. Most of the recent bike/pedestrian accidents have been on the MU or Library quads. Information on where bikes are and are not allowed should be pushed out to the campus community. Discussion will be at the beginning of the meeting to accommodate the guests' schedules.
- How SEIU members are appointed (and by whom) was discussed. A Memorandum of Understanding may be needed. *Roshni will talk with SEIU before the next meeting. Will also try to establish whether a steward is needed, or just a member. The MOU would outline what are the expectations of the union for their member, what to do about no-shows, etc.*
- Jennifer S will develop a Qualtrics survey of current UHSC members, including alternates. Questions to include:
 - Member name, department, email
 - Name, email of alternate (if any)
 - Date of initial appointment
 - Whether membership is listed in position description
 It was decided to table the survey until sometime in 2017. The purpose of the survey is to establish terms and get appointment letters sent from the VP's office.
- Hydrofluoric acid program. *Jennifer M will work with Lance on developing a policy/procedure. Jennifer will talk with emergency responders, and find out who has calcium gluconate on hand (Good Sam, ambulances, other?).*
- Mike S will have the summary of university health and safety inspections available at the January or February meeting.
- 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.
- Victoria Heiduschke will replace Zac Laugheed as the Library representative on the UHSC beginning next month.

REVIEW OF ACCIDENT REPORTS

The committee briefly discussed a "near miss" incident involving gunshots in a remote location. The Forest Service has increased communication, radios, and installed cameras; individuals are not allowed to work alone in remote areas. It was suggested that near miss reports should receive follow up responses from EH&S with information on any action taken as a result of the report.

FIRE SAFETY INSPECTIONS UPDATE

Jim Patton is conducting inspections and training for campus residential halls this month.

FACILITIES MONTHLY LIFE/SAFETY WORK ORDERS

No report

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

Just odor complaints this month.

SAFETY TRAINING UPDATE

In November, EH&S recorded the following safety training across 58 departments:

November	Course
3	Bloodborne pathogens for non-lab workers
25	Bloodborne pathogens/laboratory biosafety
10	NIH Guidelines
75	Hazardous waste training
29	Universal waste handling
4	Formaldehyde safety
5	Lab hazard awareness for non-lab workers
100	General laboratory safety
17	Animal handler safety
5	Noise and hearing conservation
13	Respirator training/fit testing
14	Acknowledgement of safety training and hazard communication
21	Fire extinguisher
0	Forklift operator
66	Globally harmonized system/HazCom/SDS
1	Golf cart/utility vehicle
11	Office and general safety
13	SIM-plicity
0	Isotope user orientation
4	Isotope user refresher
1	Laser safety
1	Sealed radiation source (new or refresher)
9	X-ray machine safety

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

Mike S presented training on safety committee responsibilities, and hazard identification and control. Kay will send a link to a Qualtrics survey to all members, so those who attended the training may certify their attendance, or any members not present for this training may read the information online and certify that they've completed it via the Qualtrics survey.

NEW BUSINESS

Reminder that December's meeting will be a week early due to the holidays.

ACTION ITEMS

- Heidi will gather bicycle accident information.
- Roshni will work with SEIU to get a member appointed.
- Mike S will have the summary of university health and safety inspections available at the January or February meeting.
- 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.
- Kay will send a link to a Qualtrics survey to all members to record their safety committee training.

NEXT MEETINGS

Wednesday, December 14, 2:00 – 3:30 pm, Milam 119

Wednesday, January 25, 2:00 – 3:30 pm, Milam 119

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