

Oregon State University Health and Safety Committee **Summary of the January 23, 2013 meeting**

Members present: Joseph Evans (Chair), Jim Ervin, Rainier Farmer, Camille Freitag, Karin Hardin, Ricardo Letelier, Heidi Melton, Kay Miller, Mathew Rodgers, Jennifer Stewart

Members absent: Martha Adams, Brandi Aston, Carrie Burkholder, Patrick Hughes, Dan Kermoyan, Nick Larsen, Michael Mayers, Carolyn Tix

OLD BUSINESS Matt reported that he has met with Joe Majeski regarding integrating Building Managers into the Emergency Management system; the discussion is continuing. Challenges with Bldg Mgrs include no uniform training, multiple departments in one building, and departments spread across multiple buildings. Emergency Action Plans are meant to be developed by departments, and should include what to do once an employee evacuates the building.

Emergency Planning is left up to departments, with resources available through Emergency Management to create the plans (the website has templates). At this point there is no follow-up, no required practices or drills, and no resources to implement these.

Jim said that the College of Agriculture is having all departments create an emergency response plan by the end of June.

Ricardo will give Matt the name of the chair of the CEOAS safety committee so Matt can arrange a meeting. Matt noted that when he meets with groups, the best results are achieved when a person from management is in attendance (they make things happen).

The OSU Alert system has had some inconsistencies identified which are being worked on. Public Safety decides when messages are sent; OSU News and Communication issues the alerts.

Jennifer told the committee that Dixon Rec has invited other groups to observe when Dixon is conducting an evacuation drill, and offered to do that for other interested groups.

The committee was asked to talk to those in charge in their own departments about current emergency plans to see what has been done so far. To be discussed at the next meeting.

APPROVAL OF MINUTES. Minutes from September and December meetings were approved.

INCIDENT STATISTICS AND REPORTS Heidi noted that in one year, 25% of Workers' Compensation costs were from Veterinary Medicine.

Incidents that need follow-up for further information:

Student filling barrel with hose that did not fit – Were they using a standard hose? Was it a standard barrel? Was it known that that hose didn't fit prior to attempt to use it? How did they move the barrel? Is there a standard procedure?

Trip injury at LARC loading dock – there was another recent incident. Is there a problem there that can be corrected?

The end of the year reports were reviewed. A more thorough breakdown would be helpful, including department, severity, reason for time loss (administrative, etc.), incidences of fraud, etc. Causes of incidents broken down, i.e. trips/falls due to maintenance issues or other, animal

bites/kicks, automobile accidents, etc. It was noted that SAIF statistics do not include first aid treatment, so the reports contain only medical treatment and time-loss.

Joe will follow up with Patrick about a software program for injury data.

FIRE/LIFE SAFETY INSPECTIONS No report.

POLICY AND PROCEDURE REVIEW Tabled. Committee members are to review and comment on SAF 104: Construction Safety for discussion at the next meeting.

SAFETY TRAINING UPDATE In December, Environmental Health and Safety recorded the following safety training, which occurred in 24 departments:

- 31 Bloodborne pathogen/laboratory biosafety (new or refresher)
- 2 Animal handler safety
- 4 General Lab safety
- 8 Respirator training/fit test
- 7 Acknowledgement of training and hazard communication
- 1 Golf cart/utility vehicle
- 2 Office safety
- 5 Initial isotope user training
- 7 Radioisotope user refresher
- 3 Custodial worker radiation lab hazard awareness
- 4 X-ray training
- 2 Radiation Center orientation
- 1 Sealed radiation source refresher

NEW BUSINESS OUS has a new person in Risk who is working with a group (including Heidi) on Early Return to Work, Reinstatement, and Re-employment Policies for OUS. They hope to have them in place within six months.

Kay stated that EH&S has received a copy of the deferred maintenance list for the current biennium that shows proposed funding. Some items discussed by the committee are listed, including alarm systems at Milam and Kerr Admin. Kay will ask Dan to forward the list to committee members. When fire/life safety systems are upgraded, Jim Patton prefers doing projects building by building, rather than system by system.

UHSC will recommend to Brian Thorsness that a strategy be developed to get all groups and systems working together. Facilities Services, Environmental Health and Safety, Alarms, Fire Prevention, Public Safety, Risk and others all have stakes. Alarms, fire suppression systems, emergency lighting, backup power, testing, and more are involved. There needs to be an overarching plan.

OLD BUSINESS Joe will follow up with Melanie Rose about the committee's letter to Mark McCambridge regarding how funding priorities are set. Joe will also follow up with Jim Patton about getting fire inspection results posted on the web.

ACTION ITEMS

Ricardo will give Matt the name of the chair of the CEOAS safety committee.

The **committee** was asked to talk to those in charge in their own departments about current emergency plans.

Dan will be asked to follow up on the two injuries noted above.

Joe will follow up with Patrick about a software program for injury data.

Committee members are to review and comment on SAF 104: Construction Safety.

Kay will ask Dan to forward the deferred maintenance list to committee members.

Joe will follow up with Melanie Rose about the committee's letter to Mark McCambridge.

Joe will follow up with Jim Patton about getting fire inspection results posted on the web.

ACTION ITEM UPDATES

Dan will edit SAF 103 and bring to the January meeting for further review/approval. *(Not available to report)*

Patrick will determine status of Accident Review Board. *(Not available to report)*

Jennifer will look into what information Recreational Sports has available on tick bites. *Jennifer reported that tick bit training is minimal. She suggests rather than creating a new document for OSU, to refer workers to the CDC which has good information.*

ACTION ITEMS (carried forward)

Members will submit their safety walk results to Kay. *No report.*

A Safety Instruction needs to be developed for bites, exposures to poison oak, etc. **(EH&S)** *(Not completed)*

Jim Patton will look into making inspection results available via the web. *(Not available to report)*

NEXT MEETING February 27, 2013, 2:00 – 3:30 PM, **Oceanography Admin Wecoma Room**

The February and March meetings will be in the Ocean Admin Wecoma Room; April through June meetings will be at McAlexander Field House.

Safety Committee Roster: Martha Adams, Brandi Aston, Carrie Burkholder, Jim Ervin, Joseph Evans, Rainier Farmer, Camille Freitag, Karin Hardin, Patrick Hughes, Dan Kermoyan, Nick Larsen, Ricardo Letelier, Michael Mayers, Heidi Melton, Kay Miller, Mathew Rodgers, Jennifer Stewart, Carolyn Tix

DISTRIBUTION:

Committee members

Mark McCambridge, Vice President for Finance and Administration

Rick Spinrad, Vice President for Research

Edward Ray, President

Brian Thorsness, Executive Director, Campus Operations

Larry Roper, Vice Provost of Student Affairs

Sabah Randhawa, Provost and Executive Vice President

Staff, Environmental Health and Safety