

Safety Committee
February 10, 2010
1:00 – 3:00 pm
Building 16, 211

Attending:

Dawn Marie Barth, Emergency and Risk Management Analyst
Rodger Bates, Management Representative
Barbara Dumbleton, Classified Representative
Rodger Gamblin, Classified Representative
Jennifer Hayward, Sustainability Coordinator
Don Hein, Management Representative
Nancy Schwoerer, Classified Representative
Wendy Simmons, Wellness Coordinator
Robert Thompson, Faculty Representative
Nadine Wilkes, Faculty Representative
David Willis, Facilities Management and Planning

Minutes:

1. Minutes from January meeting.

Approved as written.

2. Review of Action Items

See action item list.

3. Issues and Concerns

- Threat Assessment team- who is on it? How is info getting to managers? Recent incident brought it to light. Will make a future agenda item.
- Microwaves in the cafeteria
 - 1. Dumbleton stated that non commercial grade microwaves keep showing up in the cafeteria
 - 2. Schwoerer said we don't know where they are coming from. We remove them and replacements show up. They are very dirty.
 - 3. Barth will check with PACE to see if it is a liability issue and will report to the committee.
- The baker working for food services expressed concerns about outside lights not being on when she reports to work in the morning. Can we see if the timers need to be adjusted?
 - 1. Schwoerer will check in to find out which lights are being referenced. Baker may be coming in earlier than her expected shift start time.

4. Handrails

- Dumbleton would like to review in light of recent accidents/incidents on campus
- The minutes from the March 18, 2009 meeting indicate that Willis will send a work order for handrails on campus.
- Barth wondered if that referred to handrails in the parking lots or inner campus.
- Dumbleton stated that some stair cases are not within current code but thinks that they are grandfathered in. If they add a new handrail you have to bring it all up to code. But she is not certain.
- Dumbleton would like to do a survey of stairs on campus to determine where work needs to be done.
- Wilkes would like a definition of a handrail. Does it need to be grasped?

- Dumbleton will follow up on code requirement.
- Committee will survey buildings.
Simmons – 4 and 5
Barth – 3, 2 and childcare
Wilkes – 18, 19 and 11
Schwoerer – Center
Hayward – 7, 6 and 8
Dumbleton – 10 and 12
Thompson 1, 17 and 9
- Willis joined meeting and offered that the bond project includes exterior building improvements which includes stairwells and handrails.
- Willis informed that architectural firms are analyzing ramps to make sure slopes are within acceptable ranges.
- Barth asked that committee members be very specific when reporting on findings so we can determine the correct location.
- Willis stated that handrails on building 4 will be replaced.

5. Announcement

- Willis announced that a secure bike storage on campus is being considered and he is looking for recommendations for locations.

6. Future Agenda Items:

1. Hazard worksheet review and possible re-development
2. Review FMP safety work orders and prioritize.
3. Developing a culture of safety on campus
4. Ensuring that quarterly building inspections take place.
5. Handrails
6. Map to track incidents/accidents- GIS
7. 801's and Incident/Accident Forms
8. Public safety staffing
9. Brainstorm session

ACTION ITEMS

Safety Issue	Corrective Action	Due Date	Person Responsible	Completed Date
Safety training requirements are not well understood or documented.	Send safety training matrix to managers and post of safety committee webpage.	8/13/09	Barth	
People ride skateboards and bicycles on inner-campus.	Post signs at campus entrances indicated that skateboarding and bicycle riding are not allowed on inner campus.	12/10/08	Willis	New signs have been ordered Completed 2/2010
Safety committee needs two faculty members.	Contact Jim Salt to ask for appointment of 2 faculty reps.	November 09	Dumbleton	Still Looking
Employees are concerned about goose waste from the athletic fields being tracked into	Committee will monitor situation. PE will provide sanitizer	On going	All	UO uses dogs. Willis will check with

Safety Issue	Corrective Action	Due Date	Person Responsible	Completed Date
buildings and causing a health hazard.	and towels to people coming in off the fields.			facilities director Barth will report latest updates to committee.
People using back alcove at KLCC as a bathroom.	Submit work order to have motion sensor light installed.	8/13/09	Hein	Fence being installed. Permit is in place.
<p>Health concerns in Auto Body/Auto Paint: Hayward reported that another employee told her about 2 potentially unsafe practices in Building 12, the Auto Body/Auto Paint area.</p> <p>a. People spraying primer in the Auto Body area (not in the spray booth). The people spraying the primer are wearing respirators, but there are other people around in the vicinity that do not have any respiratory protection.</p> <p>b. People welding not under fume hoods. No special ventilation for the welding.</p>	<p>Follow up with the Dean of Advanced Technology, Paul Croker, to discuss whether these are safety issues.</p> <p>Installing new system what will function automatically. -Will request that we bring in OSHA to consult when new paint booths are done.</p>	November 2009	Bates	
Concern about safety of hazardous waste disposal procedures.	Draft a hazardous waste disposal procedure for Safety Committee review.	January 2010	Hayward	