

Safety Committee
January 13, 2010
1:00 – 3:00 pm
Building 16, 211

Attending:

Joan Aschim, PIO
Dawn Marie Barth, Emergency and Risk Management Analyst
Rodger Bates, Management Representative
Janis Brew, Human Resources
Barbara Dumbleton, Classified Representative
Rodger Gamblin, Classified Representative
Jennifer Hayward, Sustainability Coordinator
Len Heflin, Classified Representative
Don Hein, Management Representative
Nancy Schwoerer, Classified Representative
Wendy Simmons, Wellness Coordinator
Robert Thompson, Faculty Representative
Katherine Vos, Manager Public Safety/Housekeeping
Nadine Wilkes, Faculty Representative
David Willis, Facilities Management and Planning

Minutes:

1. Minutes from December meeting.

Approved as written.

2. Review of Action Items

See action item list.

3. Review of Incident/Accident Reports

12/16	HKP	Safety meeting will re-address GFI
11/30	FDSV	Send back for more information
12/19	PS	Counter measures in place
12/14	FMP	Personal care – take time
12/9	Purch	Possible landscape changes
12/7	BKSTR	Need more info
9/29	FDSV	Training on propane use

4. Issues and Concerns

Archives Water Leaks

- Dumbleton reports the occurrence of another water leak in the archives area.
- It was reported that the current leak will be fixed tomorrow.

Goose Excrement on Fields

- Follow up on previous discussion
- Willis reported that coyote cutouts have been purchased and staged. These have been tried before. Have also been using ultra-sonic predator call but geese are used to it. He contacted the UO Facilities Director to see what they do. They partner with Willamette Wildlife who trap and remove the geese. He is awaiting a call back from Willamette Wildlife.
- Wilkes reported a letter to the editor in the Bend newspaper citing a quote from Drake Park, the president of the Oregon Humane Society who indicated that the best way to deal with it was to oil the eggs and use herd dogs.

- Vos reported that trapping the geese is an alternative but it is a higher risk of injury. It usually results in other geese coming in. It doesn't remove the problem. They will come back the next year unless there is enough of a nuisance. Vos has contacts in the humane society if we need something to fall back on.
- Aschim wondered if the new perimeter plan included possible habitat?
- Willis answered. 'no'. Those doing the job are building and landscape architects and it would be outside of their scope.
- Brew stated that this is likely to be an ongoing effort.
- Gamblin wants to know when we can expect an update on the situation.
- Barth reported she would bring information as it is available. It is currently being reviewed
- Hayward reminded that the only thing the safety committee can do is to make a recommendation.
- Willis has noticed that when we have temporary fences up for events, the geese tend to stay on the opposite side of the fence. Maybe it could be a help if we were to put a fence up around the track and soccer bowls.
- Committee recommend trying it on one of the bowls first with the track being the recommended.

Perkins letter regarding parking lot incident

- A letter was sent to the committee from Officer Perkins regarding an incident on 17th of December. His concerns were regarding the safety of the officer in this incident during a time of single officer coverage. There was no injury or serious consequences but he felt that there was potential for injury.
- Vos reported that she had investigated this incident and talked to the officer in question. There were potentially intoxicated students on campus. The officer approached them in his car and then got out of the car to request information. The people refused to stay and then left the parking area. The officer reported that he did not feel threatened at any time during the incident.
- Vos continued that the main problem coming out of this incident was that when the officer called in the after hours dispatcher (Junction City Police Dept) there was no answer. He tried multiple times to reach them. When they were finally reached, it was reported that the dispatcher had not "turned us on".
- Vos stated that she has contacted the JC Chief of Police and the incident was handled internally. However, this is a common practice for dispatchers to turn down channels when other incidents are happening. Since this incident we have not had any further issues.
- Brew asked if there is a check in call when coverage starts to confirm that they have us on.
- Vos said that a call is made at 5:00 pm when the changeover happens and they do random radio checks throughout their shift.
- Brew wondered if there should be a radio check immediately also, not just a phone call to confirm we are turned on.
- Vos stated that it may be on at one time and 10 minutes later it could be turned off to handle another situation that they need decreased noise to focus.
- Dumbleton asked if officers are doing regular foot patrols without reliable dispatch.
- Vos answered that they are doing this only during door checks and this will go away with keyless access.
- Willis confirmed that Vos is not discouraging radio checks.
- Vos answered "No"! She and the JC Police Chief are both recommending this. She has heard many of them during the nights when she is in her office.
- Gamblin asked for clarification whether or not Officer Perkins was present at the incident.
- Vos answered that he was not. The officer on duty at the time has been questioned and did not feel threatened at any time. Much of Officer Perkins report is inaccurate. He stated that housekeeping staff were called in to assist and this was not true.

- Vos continued that all officers have been trained to avoid approaching people in the parking lots. They should use the PA system that is in the car and if they feel threatened they are to back off and wait for the County PD.
- Gambelin wanted to know if we can get check in to make sure that the problem has been resolved.
- Vos answered that it has been addressed and resolved as much as human nature can allow.
- Dumbleton stated that more staffing would help.
- Heflin stated that it sounds like Vos is training officers to remove themselves from un-safe situations which should be the number one priority. We just need to stay on top of JC to make sure they are doing their job.
- Dumbleton stated that she has heard from some of the officers that they are worried that they may have to choose to not help someone.
- Vos stated that keyless access will help. Officer safety is number one priority.
- Willis stated that new brighter lights on campus will help and should discourage crime.
- Hein reminded that safety is about personal safety and not numbers and response.
- Simmons asked if we can at least make a recommendation to have double coverage at night. Possibly down the road when we have more money.
- Vos answered that it is always part of the business plan.
- Willis stated that they are beginning the process of developing a justified budget. No other colleges in the state have this in place for FMP departments.
- Dumbleton stated that we may want to have committee submit a recommendation for either more staffing or different dispatch.
- Vos said she can bring historical data to the conversation.
- This was recommended as a future agenda item.

Parking lots without lighting

- Dumbleton reported that we now have a number of parking lots without lighting. Specifically the new gravel lots. There are many students and staff leaving campus after dark.
- Heflin reported that the transportation committee is addressing this concern.
- Willis stated that meetings are being conducted with LTD management to plan for next year. They are also reviewing the transportation plan on the facilities web page.

5. Discussion

Safety Work Orders

- Willis reported a revised list of 122 outstanding items date the 4th. It is possible that these are completed and not closed. 45 of them were closed yesterday.
- New ones keep coming in.
- Focus is on priority 1 items. They are working to stay caught up.
- Bates wondered if safety and priority 1 are the same.
- Willis clarified that priority 1 are those items that are safety related or else impact instruction.

Evacuation of 4 and 5 debrief

- Bates said in general it went well. There were some alarms that did not ring so it complicated the process. His department wanted to see if the plan worked and the CERT team kept that from happening. He wondered what the purpose of the drill was?
- Barth reported that she needed to be more clear in the instructions to the CERT team to allow the departments to follow their plans and be silent partners in the drill.
- Heflin reported that we will need to address the issue of problems if we need to do a Center building evacuation due to the stairs. This is related to the disabled access.
- Willis reported that we need to have designated areas of rescue and these areas need to be signed as such.

Safety as Core Value

- Gamblin reported that it will not be a core value this year but will be presented to the strategic direction committee. That is what is being addressed this year. Gamblin is on that committee and will make sure information is relayed.

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
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
Safety committee needs two faculty members.	Contact Jim Salt to ask for appointment of 2 faculty reps.	November 09	Dumbleton	
Employees are concerned about goose waste from the athletic fields being tracked into buildings and causing a health hazard.	Committee will monitor situation. PE will provide sanitizer and towels to people coming in off the fields.	On going	All	UO uses dogs. Willis will check with facilities director Barth will report latest updates to committee.
Recycling workers may be transporting barrels that are too heavy on hand trucks.	Hayward will discuss these issues with Recycling and work with them on corrections.	8/13/09	Hayward	Got bungee cords to make more stable. They don't transport them when full.
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.
Health concerns in Auto Body/Auto Paint: Hayward reported that another employee told her about 2	Follow up with the Dean of Advanced Technology, Paul Croker, to discuss	November 2009	Bates	

Safety Issue	Corrective Action	Due Date	Person Responsible	Completed Date
<p>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>whether these are safety issues.</p> <p>Installing new system what will function automatically.</p> <p>-Will request that we bring in OSHA to consult when new paint booths are done.</p>			
Safety concerns with new ADA ramps in the west entrance.	<p>E-mail specific questions regarding safety concerns to Safety Committee.</p> <p>Review ramps provide feedback.</p>	November 2009	<p>Willis</p> <p>Committee</p>	
Concern about safety of hazardous waste disposal procedures.	Draft a hazardous waste disposal procedure for Safety Committee review.	January 2010	Hayward	