Safety Committee Minutes September 17, 2015 1:00 – 3:00 pm Building 16, Room 211

Attendees:

Dawn Barth – Emergency and Risk Management Coordinator Barbara Dumbleton- Chair. Classified Representative Elaine Eiler-Mough – Downtown Academic Campus Don Hein – Management Representative Brian Kelly – Vice President of College Services Marleena Pearson – Health Professions Division Cathie Reschke – Center for Accessible Resources Mark Richardson – Facilities Management and Planning Nancy Schwoerer – Classified Representative Todd Smith – Facilities Management and Planning

1. Approval of Minutes

August minutes will be approved via email or in October meeting.

2. Announcements

- Todd Smith reported that FMP has finalized a utility/golf cart training procedure. They Would like to recommend to facilities council to make it a campus wide policy. He will Send the policy to Dumbleton to send to committee.
- Barth reported kudos to Managers on campus for completing several Safe Colleges trainings per assignment from Title IX coordinator. Excellent compliance.
- Campus will be participating in the Great Oregon Shakeout on October 15th at 10:15.
- Dental Clinic has requested a bull horn to be used for emergency notification in the event of emergencies. Barth has conducted a test for effectiveness.. Question is who will pay? Kelly indicated that department can purchase and he will reimburse.
- Smith reported that we did get funding for an outdoor alarm system that will be mounted on top of the Center building. It will be up and useable soon.

WHAT	WHO	BY WHEN	STATUS
Revisit Hazard	Jennifer and		Will meet and develop a tentative plan
Communication plan	Todd		

Ask Donna Zmolek who is coordinating Fall Inservice so we can see if we can handout safety brochures on everyone's chairs and make a safety announcement at the all staff meeting.	Wendy	June 2015	
Contact Joe McCully regarding student who hurt elbow at worksite. Ask him to redo accident form or have Patrick do it. Need to review safety in motion training that students get and make sure student understands them. Review job site procedures.	Sharon	June 2015	

3. ISSUES AND CONCERNS

- Barth expressed concerns on new drainage areas on planter boxes in new courtyard construction. Concerned for visually impaired.
 - 1. Smith indicated that there will be metal rails installed around each of them per ADA guidelines.

4. ACCIDENT/INCIDENT REPORTS

• At end of report

5. FUTURE TRAINING WITH SAIF REPRESENTATIVE

- When would we like to have this training?
- Would like training in November.
- Will get list of possible trainings and review them in October meeting to decide on topic.

6. INFORMATION FOR INSERVICE

- Wendy Simmons is working with Dawn DeWolf.
- SAIF has provided brochures for tables
- Simmons will also have a few minutes to conduct a presentation

7. SOUTH SIDE CENTER ADA PARKIN CHANGES

• Hayward reported that there are new challenges that have arisen as a result of the Center remodel with ADA parking spaces under the terrace.

- Increased truck flow has caused safety issues. There are now two docks for delivery trucks and one is nearer the elevator.
- FMP has recommended removing the ADA spots due to the safety concerns. They have met with representatives from Center for Accessibility Resources and they have come up with a plan.
- Proposed plan would retain one spot that may be assigned per term as needed. In addition, more ADA spaces will be added near building 16.
- Committee is in agreement to the plan.

NEXT MEETING

Wednesday, October 21, Building 16, Room 211, 1:00 – 3:00 pm.

SEPTEMBER 2015 MONTHLY ACCIDENT REPORT SUMMARY

Safety Log #	Date	Department Name	Dept Org	Dept Org OSHA Log	Accident/Incident	Location	Injury	Countermeasures	Follow up	Completed?
FY16-8	8/11/15	8/11/15 Public Safety	275001		Demonstrating a defensive tactic; practicing overhead strike; felt pop in shoulder	Building 13, Room 101	Aggravation to existing injury to right shoulder	Employee did proper warmups, stopped what he was doing immediately	Employee has been advised to consider existing injuries before engagining in rigorous training exercises	Done
FY16-9	8/20/15 CAR	CAR	540305		Sitting in chair, turned to grab first aid kit and chair fell back with her in it; no injury occurred	CAR Office	None	reviewed proper procedure with ee/ chair was in good working order None needed	None needed	N/A
FY16-10	8/31/15 CAR	CAR	540305		Chronic noise in HVAC sysem causing issues for employee	CAR Office	Headaches, difficulty focusing	FMP reviewed issues in HVAC system; corrected cause of noise	Terrie Minner confirmed correction has been made	done
FY16-11	8/26/15 SSS	SSS	2285001	2015-14	Waste Locking up waste management cans and bottles, management/recycling gate lach came down on right hand pinky finger. Center	Waste management/recycling Center	Swelling and Bruising to right hand pinky finger	Evaluated the latching mechanism; may have been compromised due to vehicles hitting it; didn't appear that this was the case	Checked in with Alyse Stone; she verified latching mechanism as working	Done
FY16-12	9/9/15	Continuing 9/9/15 Education	420001	2015-15	Walking on sidewalk to work; tripped on landscape grating breaking left wrist	Downtown Campus; 10th street	Broken left wrist	FMP reviewing issue; ongoing problem that has been addressed with the City and EWEB a number of times	Todd Smith will get back to HR with details. He will follow up with the City of Eugene.	In process
FY16-14	9/4/15 SSS	SSS	285001	2015-17	Walking on sidewalk to work; tripped on curb near ITD Bus station	LTD bus station	sprained knee, sprained foot, hip bruise, elbow scrape	uneven ground by curb	Alyse evaluated the area of the accident; wasn't able to identify the uneven area; employee may have tripped on the curb itself.	Done
FY16-15	9/8/15	9/8/15 College Finance	215100	2015-18	Carrying keyboard/mouse into work station, mouse fell, tried to catch it and felt pain in back. Building 3, College Finance Strained back	Building 3, College Finance	Strained back	Not carry so many things at a time; don't try to catch items as they fall; allow employee to ice injured area of back	Rose met with employee to discuss strategies to help prevent this type of accident in the future.	N/A
Report #13 wu	as sent back t	Report #13 was sent back to the manager for	additional in	formation; w	additional information; will be on next month's summary					