

Facilities & Construction Safety Committee Meeting

Members

([P] indicates member present at today's meeting)

Employee Represented:

[P] Karen Barnack, EHS Assistant Director for Occupational Health and Safety
[] Aaron Britton, FPM Zone Maintenance Manager
[P] Joseph Wuest, CPC Electrical Engineer & Project Manager
[P] Todd King, OIT Project Infrastructure Manager
[] Yuna Nolin, FPM Housing Maintenance
[P] Richie Segura, FPM Mechanical Systems
[P] Gail Hamilton, FPM In-House Construction Manager
[] Vacant, FPM Building Maintenance
[P] Houston Mills, FPM In-House Construction

[P] Jon Morgan, FPM Electrical
[P] Kevin Reed, FPM Lockshop
[P] Jonathan Ledbetter, Materials Management Services
[P] Dirk Theisen, FPM Mechanical Systems Manager
[P] Gabe Christian, OIT Academic Technology Services

Ad Hoc:

[] Josh Barber, EHS Specialist
[P] Erica Hunsberger, EHS Specialist
[] Nikki Ludd, Fire Prevention Coordinator
[] Jeff Rook, EHS Director
EHS Student Workers

Meeting Call to Order

Date: 1/14/2025

Time: 10:00 am

Location: USB 202 Stumptown
Conference Room

Roll Call and Review of Previous Minutes

- Representative needed for Building Maintenance. On hold, for now.
- Minutes approved with no changes. Please review the minutes online, if you have not had a chance to, and let Karen know if any corrections are needed.
- A reminder that meeting minutes and agendas are posted to the [Facilities and Construction Safety Committee Google share drive](#). Please contact Karen if you have any questions regarding how to access them.

Safety Committee Member Role

- Obtain questions, concerns, or ideas from your respective crew to be brought up to the committee. After the meeting, share out the information from the safety committee meeting with your crew. It is very important to keep the lines of communication flowing.
- Participate in quarterly safety committee inspections.

Review of Previous Action Items

- Erica - Report on injury, strain/sprain while repiping
 - See Recent Incidents/Injuries.
- Erica - Report on injury, strain/sprain while moving equipment
 - See Recent Incidents/Injuries.

- Joe/Karen - Reach out to SEC cell tower tenant regarding contractor safety improvements. There is confusion about the new warning lines for fall protection and the cell tower boundaries. Signage (4) may be needed on the fall protection warning line to remove confusion. Joe is also following up with the cell tower company regarding the new conduit crossover step, which is a bit high and may need two steps on each side.
 - Update: Karen and Joe to discuss the best path forward to getting these addressed.
- Karen - Check-in with Ryan about the STHL boiler room incident during the window washing project.
 - Update: Karen has reached out to Ryan.
- Karen - Reach out to Quinn about linking the CPC Construction Google calendar to the morning announcements.
 - Update: Karen reached out to Quinn. He will speak with Sarah and Heather about getting the CPC calendar linked to the morning announcements.

Incidents / Injuries

- Strain/sprain, repipe (Erica)
 - Discussion: Employee was in an awkward position. Plumbing involves tight spaces with strenuous tasks that use a lot of force, and the wrench slipped forward. Pipes collapse sometimes. Pull toward you when you can, instead of pushing.
- Strain/sprain, moving furniture (Erica)
 - Update: Erica has been unable to connect with the employee to discuss.
- Contractor dust control, dust set off fire alarm (Karen, Joe)
 - Description: Contractor needed to shave down some of the wall last minute to get the new door frame to fit. In the moment, they neglected to reimplement their containment procedures, thus causing drywall dust to spread down the stairwell and into the nearby fire alarms, triggering the system. The fire alarm had tripped the first day too, even with dust containment.
 - Follow-up: Contractor had submitted a safety plan prior to start of work which included building a zip wall for dust containment. Project Manager discussed the incident with the contractor and the subcontractor. Contractor had a separate discussion with the subcontractor as well. EHS and CPC to follow up further with the contractor tomorrow.
 - Corrective Actions: Implement and follow control measures to prevent dust from spreading into adjacent areas and impacting fire systems. Subcontractor to complete a thorough cleaning of the stairwell.
- Maintenance project, potential for asbestos exposure (Karen)
 - Description: Staff were removing old stained ceiling tile from a classroom in SRTC. The ceiling tiles were moved from SRTC to the USB basement prior to disposal. A crew lead saw the ceiling tiles, and recognizing that they were potentially asbestos-containing, stopped the crew from removing any further tiles and reached out to EHS to obtain a sample for analysis.

- Follow-up: The results came back as positive for asbestos. An abatement contractor was hired to remove the remaining ceiling tiles and clean the lab. Staff had received asbestos awareness training.
- Corrective Actions: Prior to removing any ceiling tiles or disturbing any potential asbestos-containing building material, reach out to EHS to determine if previous analytical results are available or to obtain a sample. Do not remove potential asbestos-containing material from its location and move it to another location; reach out to EHS. Jeff and Josh completed a full building survey of all SRTC classrooms, labs, and offices to assess the variety of ceiling tiles throughout the building, as a result of many building renovations.

Campus Safety Committee Update

- Committee discussed that SHAC can't treat student workers.
 - Notice went out to supervisors. Addressed questions about resources that are available for student workers and transportation options. Discussed care options and procedures for employees. TAPS provides a free emergency ride to employees; TAPS is working to make their website more user friendly.
- VSC inspection was completed by the committee, focusing primarily on ensuring equipment and furniture is secured to walls.

Safety Committee Inspection

- Discuss location of next inspection
 - PSC - Last inspection was by the CSC
 - Housing mechanical spaces and labs - Ondine
 - Karen will check with Nikki and Jeff for locations

Rounds / New Safety Concerns

- Gail
 - Ondine had a break in, and an asbestos-containing door was impacted. EHS was contacted, and Josh did a very quick turnaround with the sampling results. The damage to the door was contained.
- Dirk
 - Nothing to report.
- Todd
 - Nothing to report.
- Kevin
 - Security improvements were made for the UCB bike garage door latch.
- Houston
 - Ladder in the carpentry shop has a weight capacity sticker that is peeling off.
 - This needs to be replaced. Grainger has sticker replacement kits, so do ladder manufacturers.
- Yuna
 - Not present at meeting, but noted nothing to report per email.
- Joe

- Shout-out to Josh for his quick response and turnaround on asbestos sampling and reports.
- Shout-out to Gail, who is always safety-minded. When discussing installing a panel into a wall, his first response was to get it tested for asbestos.
- Vehicle safety in cold weather - If ice is on vehicles, get rid of it. Don't crank on the door handle if the door is stuck - it may break. Use cold water, not hot, to break up ice.
- Be mindful of driving. Keep an eye out for things on the road. If something doesn't feel right with your car, stop and check it out. You might be dragging something.
- SRTC elevator has a diamond plate that is very slippery when wet. I came in through the loading dock and my shoes may have been wet.
 - EHS will check to see if a walking mat is at the loading dock entrance and assess if anti-slip coating is needed on the diamond plate section in the elevator.
- Ritchie
 - Nothing to report.
- Jon
 - Nothing to report.
- Gabe
 - Nothing to report.
- Jonathan
 - With colder weather, outdoor areas might get slick – watch the skybridges as they ice up sooner. Karen said ice has been reported on rooftops already.
- Erica
 - Training coming up - asbestos awareness training this week. Lead management safety training next month. Universal waste training coming through Safety Skills, with supplemental PDF with site-specific information.
 - Joe appreciates the asbestos training Erica put together, especially knowing that it can be repetitive needing to fulfill the annual training requirement.
- Karen
 - SRTC lab placarding/door signage and access
 - Staff have been trained to review lab placards and signage at doors to check for hazards and determine if they have to reach out to someone for access. It has been noted recently that not all the labs have the required and up-to-date signage. Lindsay will be discussing at the Chemical Hygiene Committee. Jeff is reaching out to the Dean.
 - Art & Design project
 - Construction caused traffic impacts last week and will be continuing for about a month. Traffic light is off at Broadway and Rose Hill/Jackson, with one lane of traffic. Swinerton is adding traffic control staff to help manage the backup. It's recommended to park elsewhere if you are leaving between 12-2:30, as it can be very busy. The light is turned back on and the road opens at 3:30 each day.

Action Items

- Joe/Karen - Reach out to SEC cell tower tenant regarding contractor safety improvements. There is confusion about the new warning lines for fall protection and the cell tower boundaries. Signage (4) may be needed on the fall protection warning line to remove confusion. Joe is also following up with the cell tower company regarding the new conduit crossover step, which is a bit high and may need two steps on each side. Karen and Joe to discuss the best path forward to getting these addressed.
- Karen - Identify location for the next safety committee inspection and update Google invite.

- EHS - SRTC elevator has a diamond plate that is very slippery when wet. EHS will check to see if a walking mat is at the loading dock entrance and assess if anti-slip coating is needed on the diamond plate section in the elevator.

Meeting Adjourned

Time: 11:30 AM

Next Meeting

Date: 2/11/2025

Time: 10:00 am

Location: Google Meet (remote)
and in person

Next Inspection

Date: 1/28/2025

Time: 8:00 am

Location: TBD

- Pending/Tracking (Karen): Follow up with vendors regarding other types of cut-resistant gloves and arrange for them to bring samples and meet with crews. Work with Stores on glove types to stock. EHS is developing a PPE guide for all PPE in Stores. The guide will be shared with the Safety Committee when the draft is completed. On hold.
- Pending/Tracking (Karen): Experience Modification Ratings (EMR) for contractors. Karen will reach out to Contracts to start gathering information, then Karen will schedule a meeting with CPC/EHS.
- Pending/Tracking (EHS): CPC and MM move guidelines. EHS and others will collaborate with these departments and update their guidelines and procedures to be in line with Portland Fire requirements, including not only information about furniture anchoring, but also extension cords and clearances for egress. Karen will ask Hlee to share the CPC Move Guide as a Google doc. Karen will ask Brandon for the MM guide as well. On hold until the Fire Prevention Coordinator is onboard and the website has been updated.
- Pending/Tracking (EHS): More guidance documents are coming to the Fire Prevention site. Everything will migrate to the EHS website. Karen will share the site with the safety committee when it's updated to make sure it is user friendly.