

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] Jonathan Farrow, CPC Project Manager
[] Todd King, OIT Project Infrastructure Manager
[] Yuna Noln, FPM Housing Maintenance
[] Richie Segura, FPM Mechanical Systems
[] Gail Hamilton, FPM In-House Construction Manager
[] Houston Mills, FPM In-House Construction
[] Jon Morgan, FPM Electrical

[P] Kevin Reed, FPM Lockshop
[P] Jonathan Ledbetter, Materials Management Services
[] Dirk Theisen, FPM Mechanical Systems Manager
[P] Gabe Christian, Accessible Technology & Inclusive Design

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: 6/10/2025

Time: 10:00 am

Location: USB 202 Stumptown
Conference Room

Roll Call and Review of Previous Minutes

- Minutes approved with no changes.
- 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.
- Welcome new member, Jonathan Farrow, CPC Project Manager. Jonathan will be replacing Joe Wuest on the committee. Thank you Joe for serving on the committee!

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

- In reference to the contractor incident involving a scissor lift failure, Karen reached out to the scissor lift manufacturer, and our scissor lift is not one of those affected.
- Karen - Report on the following incidents at the next meeting, June 10, 2025 - see below under Incidents/Injuries:
 - Water meter - electrical conduit hit (contractor incident)
 - CH 287 renovation electrical conduit impact (contractor incident)
 - CH 287 abatement (pending Oregon OSHA inspection results)
 - Ondine potential asbestos exposure
 - Crane pick CLT load (contractor incident)
- Karen – Respond to questions from the meeting regarding vehicle accident packets. Are there packets in all vehicles about what to do in the event of a vehicular incident? Does this also include Taylor Dunns and gators? Karen will check with Don Johansen, University Risk Manager, and provide an update to the committee at the next meeting on June 10, 2025.
 - Don Johansen and EHS (Jeff Rook) have the packets for distribution. All PSU owned and leased vehicles should have that packet in the glove box. Not sure if gators and utility carts have glove boxes, but because they are not generally operated on the public roads, it's not necessary. Operators of gators and utility carts should be trained that if they are in an accident, use their cell phone to take pictures of all the damage, pictures of any 3rd party involved's drivers license and insurance card, and any other information that may be available. This should all be routed to Don to address any insurance-related issues.
 - Erica to update Safe Driving training with this information.
 - Comment: CPC identified vehicles belong to FPM In-House Construction, which used to be part of CPC.
 - EHS to provide two packets to Gabe by interoffice mail and two to Jonathan L.
- Karen - Guidance documents have been added to the Fire Prevention site, which migrated to the EHS website. Some final edits are pending. Karen will share the updated site with the safety committee at the next meeting, June 10, 2025.
 - Karen reviewed the updated Fire Prevention & Life Safety website with the committee. There are many good resources on this website.
<https://www.pdx.edu/environmental-health-safety/fire-prevention-life-safety>
 - A committee member noted that the assembly location for BDWY needs to be updated on the table.

Incidents / Injuries

- Water meter - electrical conduit hit (contractor incident)

- Description: During excavation and installation of a new water vault and water meter for the Art & Design building water tie-in, an electrical conduit was broken that ran between the light poles. This resulted in loss of power to light poles in the South Park Blocks, adjacent to SH, PSC, and FMH.
- Follow-up: Locates for all potential underground utilities were not completed prior to the excavation. Excavation was backfilled without fixing the conduit. EHS was not notified in a timely manner regarding this incident and the impacts to campus lighting.
- Corrective Actions:
 - PSU electricians and an electrical subcontractor worked to expose the conduit and repair the broken conduit.
 - Ensure both public and private locates are completed prior to excavation. Include FPM trade crews in site walks, prior to excavation work, to provide campus knowledge about potential impacts.
 - Temp lighting may have been needed in the Park Blocks for safety and security. Lighting impacts should be reviewed with CPSO and EHS.
 - Ensure timely reporting of incidents to EHS.
- CH 287 renovation electrical conduit impact (contractor incident) - near miss
 - Description: While contractors were demoing conduit during a renovation project, sparks were observed. Work stopped, and the PSU electrician was notified. An old clock junction box was identified, covered over with a metal plate, that led to a clock circuit in the hallway. The power was still on, feeding the clock circuit; it did not trip the circuit and no spark marks were visible.
 - Follow-up:
 - PSU Electricians had safed off the lighting and power in preparation for demo and abatement.
 - The old clock circuit was not identified by PSU staff or contractors during site walks and during demo prep. It was not on the same circuit as the lighting and outlets in the room.
 - Normally, safe off is completed prior to abatement and demo, then the electricians come back and demo the conduits after abatement and general demo are completed.
 - Since there was so much asbestos and possible fireproofing overspray on conduit and lights, the abatement crew was demoing that material.
 - About 10 years ago, PSU switched over from hard-wired clocks to wireless clocks. At that time, the old clocks were removed, wire nuts were placed on the wires, and sheet metal covers were placed over the junction boxes. The new clocks were then placed over the sheet metal covers.

- Contributing Factor: Covered clock junction boxes are an unexpected condition and are often located behind new clocks.
- Root Cause: Unidentified junction box and circuit that was not safed off prior to demo.
- Lessons Learned: Be aware that CH and other older buildings on campus may have old clock boxes that have been covered over with sheet metal. These types of clock boxes have been found in CH, USB, SRTC and ML.
- Corrective Actions:
 - PSU Electrician pulled the wires back, put them into a junction box, and safed it off.
 - Whenever possible, electrical demo should be completed by licensed electricians. Deviations from this practice should be reviewed with the PSU Signing Electrical Supervisor, FPM Electrical Manager, and EHS.
 - Utilize FPM Electricians for site walks in older buildings, as they have extensive knowledge of existing conditions. Provides a second set of eyes.
 - Scope of renovation projects should include removal of the old clock boxes, circuits, and wireway to the nearest accessible junction box. This was reviewed with the CPC project manager and contractor for the upcoming CH renovation project.
 - If you come across uncovered clock boxes, submit a work order to FPM Electrical to have them covered.
- CH 287 abatement (See also Oregon OSHA inspection results below)
 - Description: Staff observed fireproofing debris in a renovation area after abatement and clearance air monitoring had been completed. Work was stopped, and staff reached out to FPM leadership and EHS.
 - Follow-up: Site walks were completed, as well as several meetings and email communications regarding the concerns.
 - Corrective Actions: Additional abatement was completed with clearance air monitoring. A site walk and onsite meeting took place with the FPM crew, EHS, CPC and a third party consultant to verify all material had been removed and to address any remaining staff concerns.
- Ondine potential asbestos exposure - to be discussed at next meeting, July 15, 2025.
- Crane pick CLT load (contractor incident)
 - Description: When lifting a CLT (Cross-Laminated Timber) panel off the truck and into place, the panel swayed and bumped into a nearby connex box.

- Follow-up: PSU Project Manager participated in the meeting with the contractor and subcontractor about the incident and adjustments to the site layout and logistics.
- Corrective Actions: Site layout and logistics for crane picks were reviewed with crews onsite.
- Bumped head
 - Description: Employee was cleaning up equipment after they finished snaking a drain with a second employee. The employee bent down to grab the snake and hit their head on the corner of the water heater support/pan that sits at about 4-5' high.
 - Follow-up: As noted by supervisor, the employee was anxious to finish work and was distracted. The water heater sits above a mop sink, causing an overhead hazard to both the FPM employee and to workers using the mop sink that need to reach underneath the water heater to access the faucet and mop bucket.
 - Corrective Actions: The water heater shelf/pan was padded. The employee also purchased a bump cap to wear when working in tight spaces. Bump caps provide top protection from minor injuries. It is important to note that a bump cap is not to replace a safety helmet for overhead protection.

Campus Safety Committee Update

- A Campus Safety Committee inspection of Lincoln Hall will be completed next week.

Safety Committee Inspection

- There will be an inspection on July 22nd at 8:00 am. Location: TBD.

Oregon OSHA Inspection Results

- Oregon OSHA opened a complaint inspection in March related to the CH287 renovation project. Concerns noted, "At least two or more employees were exposed to asbestos during construction of the Cramer Hall Room #287. Tests have confirmed the area is positive for asbestos and concerns from the exposed employees have been discussed with management, however the employer is not taking the appropriate safety precautions or communicating the risk of exposure to other affected workers in the area."
- EHS provided the requested information to Oregon OSHA, and Oregon OSHA completed employee interviews.
- Oregon OSHA completed a closing conference with EHS and FPM. No citations were found related to the complaint regarding asbestos. A minor non-monetary citation will be issued for safety committee meeting minutes, for not including a reasonable date by which management agrees to respond to recommendations for corrective action. You will note that our meeting minutes moving forward have added response dates for action items.

- All employees have a right to report job hazards to Oregon OSHA, and Oregon OSHA maintains the confidentiality of anyone who reports a potential hazard.

Heat Illness Prevention

- Oregon OSHA annual training for Heat Illness Prevention. If you have not yet completed it, please make it a priority. The training is provided through Canvas. Ensure you complete the survey at the end of the course, as that will ensure we have a record that you have completed the training.
- Summary of requirements:
 - Heat index equals or exceeds 80°F: Access to shade, provide drinking water, acclimatization plan.
 - Heat index equals or exceeds 90°F: Communication, heat index monitoring in indoor buildings, rest break schedule.
- General departmental guidance includes:
 - Limit outside work to urgent and emergency work during high temperatures (for example: addressing a safety or security issue).
 - If you must do urgent or emergency work outside, do so in the cooler part of the day if possible. Check with your supervisor or EHS to discuss appropriate precautions, rest periods and other measures depending on the temperature and heat index at the time.
 - If you must work outside, take frequent breaks in the shade and inside cool buildings, and drink plenty of water.
- Check with your supervisor for departmental Heat Illness Prevention Plans.
- If you don't already have the NIOSH Heat Index app, you can add it to your phone.

Rounds / New Safety Concerns

- Kevin
 - Be mindful of security as campus AC is now on. When exiting buildings, ensure the door is securely closing. Reach out to the Lockshop, as needed, if doors are not closing.
- Joe
 - Always be mindful of mental health awareness. It is currently finals week for students.
- Jonathan Farrow
 - Nothing to report.
- Gabe

- Work is being done in the stairway of FAB by the City of Portland. There was no notice to occupants in OIT of the closure of the stairway exit. Someone could have exited the door and gotten trapped in the stairway. Karen to follow up with the project team.
- Gabe installed a cord cover at a podium in a URBN classroom, per Karen's request. Thank you!
- Jonathan L.
 - Question about how to find out about current construction and maintenance projects and impacts to campus routes. Karen shared the [FPM link](#) to the Campus Impact Notices and the impact notice calendar. She also shared it with committee members after the meeting.
- Erica
 - The platform Safety Skills was acquired by HSI and all training will now be conducted on the new platform. Staff received an email about needing to change their password. The new site is very user friendly.
- Karen - Update on construction projects:
 - There will be a crane pick at Millar Library on Monday, June 16th.
 - There will be a crane pick at ASRC on Tuesday, June 17th.
 - The field turf project started this week, June 9th. Please note impacts to the travel route between ML and the field. One lane is for construction traffic and the second is for pedestrian traffic.
 - The VSC paving project to be completed this summer starts next week, June 16th. There will be significant impacts to the 11th and Mill intersection by Blumel.
 - There will be a waterproofing project at Shattuck Hall with excavations.
 - FMH awnings are also getting repairs and will impact the three building entrances; west, east, and south.

Action Items

- Karen - Report on the incident, Ondine potential asbestos exposure, at the next meeting, **July 15, 2025**.
- EHS to provide two vehicle accident packets to Gabe in interoffice mail and two to Jonathan L. by **July 18, 2025**.
- EHS to update the emergency assembly location for BDWY in the table on the Fire Prevention & Safety website by **July 18, 2025**.
- Karen - Follow up with the project team regarding work that was completed in the stairway of FAB by the City of Portland. As reported by Gabe at the last meeting, there was no notice to occupants in OIT of the

closure of the stairway exit. Someone could have exited the door and gotten trapped in the stairway. Karen to report findings at the next meeting, **July 15, 2025**.

Meeting Adjourned

Time: 11:30 AM

Next Meeting

Date: 7/15/2025

Time: 10:00 am

Location: Google Meet (remote)
and in person

Next Inspection

Date: 7/22/2025

Time: 8:00 am

Location: TBD

- Pending/Tracking (Karen): PPE Assistance - 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; will revisit in **September, 2025**.
- Pending/Tracking (Karen): Suggested recommendation - Experience Modification Ratings (EMR) for contractors. CPC and EHS will discuss at their next meeting, **July 7, 2025**.
- Pending/Tracking (EHS): Suggested recommendation - 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. Review the CPC Move Guide and the MM guide. CPC and EHS will discuss at their next meeting, **July 7, 2025**.