

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] Jonathan Farrow, CPC Project Manager
[] Todd King, OIT Project Infrastructure Manager
[] Yuna Noln, FPM Housing Maintenance
[P] Gail Hamilton, FPM In-House Construction Manager
[P] Jon Morgan, FPM Electrical
[P] Kevin Reed, FPM Lockshop
[P] Jonathan Ledbetter, Materials Management Services

[] Gabe Christian, Accessible Technology & Inclusive Design

[P] Bryan Haberlach, FPM Plumbing

Ad Hoc:

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

Meeting Call to Order

Date: 10/14/2025

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.

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

- Karen to bring ear plugs to the next safety committee meeting, 10/14/25, for training on how to properly wear them.

- Update: Karen provided earplugs and training on how to properly install them, in addition to providing posters to committee members showing proper installation and use of earplugs.
- Question: Does PSU cover custom earplugs? Kevin has custom earplugs that he had obtained on his own. It was noted there would be less waste and they are reusable. The attenuation factor would need to be assessed.
- Action item: Karen to discuss with Heather and Sarah if FPM would consider covering custom earplugs.
- Gail noted concerns about the safety chain weld on the new drop boxes at the landscape yard. He will send an email with his concerns. Karen will report back at the next meeting, 10/14/2025.
 - Update - No modifications will be made in house. Current safety chains are standard with the drop box. Gail requested a bracket and has concerns about the chains getting damaged enroute. Karen has sent an email to FPM leadership requesting an update.

Incidents / Injuries

Foreign object in eye (contractor)

- Description: A carpenter was cutting a metal track on the roof when a small piece of metal debris flew into their eye. Their partner immediately notified the foreman, and they were escorted to the eye wash station for first aid.
- Followup: After rinsing the eye, they reported feeling that the metal fragment might still be present. The contractor promptly contacted their on-site safety resource, who arrived shortly thereafter. Upon evaluation, it was confirmed that the metal fragment had been successfully flushed out during the initial eye wash treatment.
- Corrective Actions/Recommendations:
 - Immediate first aid was administered at the eye wash station.
 - Safety resource evaluation confirmed successful removal of debris.
 - The worker was monitored for symptoms and cleared to return to work.
 - Contractor assessing PPE worn to determine if appropriate for the task.

Eye irritation from chemical application

- Description: Employee experienced eye irritation/burning eyes when they were placing plastic over an area where they had applied paint stripper to painted classroom risers.
- Followup:
 - The employee used an eyewash which helped, but the irritation lingered. As they were still experiencing eye discomfort, they went home early.
 - The employee was not wearing a respirator; respirator was not required per the SDS.
 - The employee was wearing goggles.

- Two fans were running to circulate air, but they were not exhausting the air.
- This was a non-routine task; SDSs and safety plan were not reviewed with EHS prior to start of work.
- A small test area had been applied previously with no issues.
- Corrective Actions:
 - The supervisor reached out to FPM and had the room ventilated.
 - EHS assessed the room the next day at 11:00 and there was no lingering odor; the area where the product had been applied had dried.
 - The project manager and supervisor are reviewing the removal method and discussing if a contractor will complete the work.
 - Ensure non-routine tasks and hazardous materials are reviewed with EHS prior to start of work to ensure appropriate control methods are in place and appropriate PPE is used.

Impact to conduit during excavation (contractor)

- Description: Contractor impacted a 1" underground electrical conduit during a paving project. It was determined that the conduit was initially cut six days prior, during the saw cutting of concrete, in preparation for concrete demo and removal. The demo of concrete and damage to conduit was secondary to when the damage took place during sawcutting and could not be seen until demo started.
- Followup:
 - The contractor's electrician performed a safe-off of the wiring and worked to trace and repair it.
 - The conduit was determined to be for an exterior light pole.
 - Locates for this area were completed twice and the conduit was not identified.
 - PSU assisted with identifying where the lighting was fed from SRTC. The breaker operated as it should and appeared to have been tripped when the exterior lighting circuit was energized in the evening six days prior.
 - Street and campus lighting at the following locations were impacted: Along 12th between SW Mill and Market; along Market between 10th and 12th; section of Montgomery St near VSC; on 13th between Market and Montgomery, around PS3 and HG CDC.
- Corrective Actions:
 - The conduit was repaired/replaced and exterior lighting returned to operational.
 - The contractor and PSU reviewed the existing depth of conduits located under the drivable walk path/roadway. Currently they are six to eight inches below the top of the finished concrete grade, which would make them back in the concrete. It was noted that repairs must meet NEC requirements.

Incidents / Injuries Tracking

The following incidents are awaiting incident review meetings and reports:

- Impact to ACM during excavation (contractor)

Campus Safety Committee Update

- Erica was absent and did not provide an update.

Safety Committee Inspection

The next inspection will be held 10/21/2025 at 8 AM, with the Art & Design site as a potential location. Karen to reach out to see if the Swinerton Safety Director would be willing to host a site walk with the Safety Committee. Watch for an update to the meeting invite.

Rounds / New Safety Concerns

- Gail
 - FPM will be getting rid of current vans, with new all-electric vehicles replacing them.
- Kevin
 - Biannual reminder: Temperatures are changing. When exiting buildings, ensure doors shut all the way. The Lockshop and Systems coordinate to get doors closed. Reach out to the Work Control Center with the location and they will route the information to the appropriate teams.
- Jonathan F.
 - Nothing to report.
- Bryan
 - Nothing to report.
- Jon M.
 - Be careful driving with darker weather and the time change.
 - Question – Do we have branded hi-vis attire? Karen will check in with FPM Leadership.
 - Stores should have hi-vis vests. Gail has some older ones (new) that say CPC on them; they are stored in the Carpentry Shop. Jonathan needs one and he will check to see if anyone else in CPC needs them.
- Jonathan L.
 - Reminder about driving on wet slippery roads: be very careful when taking corners, especially after fresh rain. He observed a non-PSU vehicle do a 180 spin recently when going around a curve on wet roads.
- Karen
 - Tree work in the South Park Blocks started this week, 10/13 and will continue until 11/13, consisting of tree pruning and six tree removals by City of Portland arborists.
 - PPE training was assigned this month; please ensure you and your crew complete the training.
 - Campus fire drills are taking place this week, with specific days/time purposely unannounced. Proceed to your assembly location and encourage others to evacuate.
 - There will be an SMSU crane pick Thursday on Broadway from 5-8am.

- There will be an RMNC crane pick Saturday on 4th from 7am-7pm. The building will be closed during this pick.
- Skybridge cleaning begins Sunday night, 7pm - 6am, and will continue for 4 nights. The first night (Sunday), Broadway will be closed.
- Our next safety committee meeting will be on a Wednesday due to the holiday on Tuesday, 11/11.

New Action Items

- Question from last meeting: Does PSU cover custom earplugs? Kevin has custom earplugs that he had obtained on his own. It was noted there would be less waste and they are reusable. The attenuation factor would need to be assessed. Karen to check in with Heather and Sarah if FPM would consider covering custom earplugs and report back at the next meeting, 11/12/2025.
- Gail noted concerns about the drop boxes, noting a bracket may be needed and has concerns about the chains getting damaged enroute. Karen to check-in with FPM leadership and provide and update at the next meeting, 11/12/2025.
- Question from last meeting: Do we have branded hi-vis attire? Karen will check in with FPM Leadership and report back at the next meeting, 11/12/2025.

Pending/Tracking Action Items and Recommendations

- 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 **November, 2025**.
- EHS to obtain the most recent move guidelines from CPC and MM. EHS 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. EHS to review and make any recommendations. On hold; will revisit in **November, 2025**.
- EHS to add to asbestos training: Include the flow chart and work order process in the Asbestos Awareness training and Asbestos O&M training **by next training date**.
- EHS to add information to PSU training for Asbestos Awareness and for Asbestos Operations & Maintenance to reflect the campus specific guidelines for the 8" minimum working distance from asbestos-containing material **by next training date**.
- From the PSC near miss electrical incident review, include in Electrical Safety training: pros and cons of equipment and best choices for the situation, tic tracers and multimeters, **by next training date**.
- EHS to discuss PSC electrical near miss incident at CPC meeting, **11/3/25**: The importance of a punch walk prior to the ceiling grid going in to check for abandoned conduit, piping, tools.

- EHS to reach out to other campuses to see what they are providing for staff hydration. This is related to the previous discussion item: Can PSU provide electrolytes to mix with water? In process. We have heard back from four colleges. We are waiting to hear back from OSU and UofO.
- EHS to review sample RFPs from CPC for both a larger project and a smaller project and make any recommendations to CPC regarding safety language by **11/12/2025**.
- EHS to create a flow chart for FPM maintenance projects that could impact asbestos-containing materials, to include setting up a work order phase for EHS by **11/12/2025**.

Meeting Adjourned

Time: 11:30 AM

Next Meeting

Date: 11/12/2025

Time: 9:00 am

Location: USB 202 Stumptown

Next Inspection

Date: 10/21/2025

Time: 8:00 am

Location: TBD – A+D site