

## 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  
[P] Aaron Britton, FPM Zone Maintenance Manager  
[P] Jonathan Farrow, CPC Project Manager  
[P] Todd King, Telecom, OIT  
[ ] Gail Hamilton, FPM In-House Construction Manager  
[P] Jon Morgan, FPM Electrical  
[ ] Kevin Reed, FPM Lockshop  
[ ] Jonathan Ledbetter, Materials Management Services

[P] Gabe Christian, Technology Infrastructure and Academic Systems

[P] Bryan Haberlach, FPM Plumbing

[ ] Vacant, FPM Housing Maintenance

#### 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: 1/20/2025

Time: 10:00 am

Location: USB 202 Stumptown  
Conference Room

### Roll Call and Review of Previous Minutes

- Minutes approved with no changes.
- 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.
- Gabe Christian's department is now OIT-TIAS (Technology Infrastructure and Academic Systems).
- Yuna Noln is no longer with PSU. Look into finding a replacement for FPM Housing Maintenance.

### 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 schedule a site walk with Cary, Gail, Brandon, and Aaron to review safety concerns about the landscape yard drop boxes, and report back at the next meeting, 1/20/26. Review to include: Is a bracket needed for extra strength; potential for the chains to get damaged enroute; have all missing pins been replaced and are they attached with locks so they don't go missing; does the hauler have an inspection process to ensure the equipment is returned in good condition.
  - Update: Walk was scheduled for January 21st; but needs to be rescheduled due to scheduling conflict for attendees. EHS to report back at the next meeting, **2/24/26**.
- A committee member noted that there is no sign-in system for the Art & Design project, as most people meet at the gate, with no safety orientation for visitors. Karen will discuss this with the contractor, and report back at the next meeting, 1/20/26.
  - Update: From Cameron Patterson, Swinerton is setting up signage at the gate entry along with a QR code as a virtual sign-in sheet along with Swinerton's waiver. The entrance gate is now located on the sidewalk on Broadway. Tours will still be coordinated and escorted by Chris Hammond with assistance by Swinerton/Lever if needed. The only people from PSU on site unescorted at this time would likely be OIT AV/Telecom providing install assistance, and Cameron will communicate with OIT to also give Chris and him a heads up on when/if they plan to be onsite.
- Todd noted that his team needs to complete the site safety orientation, as they are on the site more often now. EHS has emailed the project team to set up a site safety orientation for PSU staff, and will provide an update at the next meeting, 1/20/26.
  - Update: Cameron Patterson reached out to OIT to find a common time for Telecom and AV teams to go through site orientation. As soon as OIT provides dates/times, he will schedule that with Swinerton.
- 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, January 2026.
  - Update: This information was added to this year's training which is taking place with multiple sessions this month.

## Incidents / Injuries

### Trip/sprain

- Description: Employee got their right foot caught on an extension cord, and to catch their balance, they took a quick step with their left foot, resulting in strain/sprain to left ankle.
- Follow-Up: Employee got their foot caught in an extension cord bundle that had been pushed under the back of a gator, after being plugged in on the other side of the garage. No power is available in the immediate area. Orange cones had been placed on the cord where it ran across the garage. Employee came around the back righthand side of the gator and tripped/got foot caught in the cord bundle under the back of the gator. The employee was not rushing.

- Corrective Actions: Cary Morris to review how often power is needed for this storage/work area. Depending on frequency, consider installing a dedicated outlet for the crew in their work/storage area.

#### Steel blew off roof during high winds from a contractor work area

- Description: A piece of red structural steel that was being used as temporary weighting on top of taped-down plastic weather protection on an intake hood was pushed laterally by high wind gusts. The steel fell onto the 9th-floor roof, then bounced over the parapet and fell approximately 9 stories onto the concrete ADA ramp below.
- Follow-Up: Event occurred between 1:00 - 6:00 am (unoccupied hours, during a storm with 45-60 mph gusts). The plastic remained in place (securely taped). The smooth plastic surface provided essentially no friction; wind pressure on the vertical face of the steel member was sufficient to slide the piece sideways off the intake hood (located at the roof edge).
- Primary Cause: Inadequate restraint of loose objects on rooftop during foreseeable high wind conditions; reliance on weight alone on a low-friction surface.
- Contributing Factors:
  - No requirement or procedure to mechanically tie down heavy objects used as temporary weights.
  - Underestimation of lateral wind forces and sliding potential on slick plastic.
  - Placement of a long, heavy object near the roof edge without secondary restraint.
  - Absence of daily high-wind secureness checks for temporary materials.
- Lessons Learned: Monitor Active Alerts: NWS Wind Advisory was in effect.
- Initial Corrective Actions:
  - Intake hood plastic mechanically strapped and secured.
  - Loose spare ductwork (metal) removed from roof.
  - Thorough rooftop walk-through and inspection performed; all debris (regardless of size/weight) picked up or secured.
- Corrective Actions:
  - Issue written "High-Wind Temporary Roof Protection and Object Securement" procedure.
  - Add mandatory daily "Roof Securement Check-list" to existing daily report; must be completed and signed by lead technician before leaving.
  - Conduct toolbox talk on this incident and new securement requirements with all roof personnel.

#### Incorrect use of fall protection system

- Description: Contractor was observed working from the top of a secured two deck Baker scaffold adjacent to the roof edge. Contractor was observed to have their rope grab lanyard attached to what they believed was the vertical lifeline, but was actually a rope used to hoist materials to the Baker scaffold, and was attached to a freestanding weighted guardrail on the penthouse roof above. The contractor employee was

not using the appropriate vertical lifeline, per the submitted fall protection plan. The rope grab lanyard was also attached below where the person was working instead of above.

- Follow-Up: Stopped work and addressed onsite with the contractor and the person performing the work.
- Corrective Actions: Competent person to arrive onsite and review the installation of the fall protection equipment, ensure all staff using the fall protection system are trained in its proper use and ensure it is being used appropriately. Toolbox talk and retraining to take place.

## Incidents / Injuries Tracking

The following incidents are awaiting incident review meetings and reports:

- Impact to ACM during excavation (contractor).
- Conduit nicked during demo work (contractor).
- Fire alarm set off during demo work (contractor).
- PVC pipe damaged during excavation.
- Cut hand (contractor).

## Campus Safety Committee Update

Erica was absent and did not provide an update.

## Safety Committee Inspection

Discussion and suggested locations:

- SMSU back room behind radio room - sump pump in the back. Bryan is working on the odor concerns.
- New FPM Housing spaces in the USB basement and garage.
- LSY after work is completed and equipment is moved into the new structure.
- Tunnel walk might be a possibility. Focus on trip hazards, overhead hazards, projections, lighting, clean-up, ladders.
- Check with Jeff and Nikki to see if there are areas where fire inspections are coming up.

## Rounds / New Safety Concerns

- Todd
  - Nothing to report.
- Aaron
  - Aaron to reach out to FPM Leadership to ensure notification gets out to staff on how to access the landscape yard using the access control and motorized gate, including where the card key access is located. Jonathan sent the original notice to key FPM leadership, but it may not have trickled down.
  - Aaron was on the University Place Hotel roof today and it was very icy and frosted-over. Be aware and take caution when working on rooftops.
- Jonathan F.
  - Reviewed the RMNC incident where steel blew off the roof during high winds. (See Incidents / Injuries section.)

- Bryan
  - Card key access on the way out from the landscape yard is difficult. The card key box is located on the West Heating Plant. (See notes above under Aaron.)
  - On-call incident: Custodial staff smelled gas in the SEH lounge.
    - NW Natural was called and staff met with them to assess. 5-6 ppm was measured in the lounge, with the boiler room a little higher. One boiler didn't sound right. Will was called, and it looked fine. The exhaust is located high above the exterior sidewalk, with residential windows above this area.
    - The boiler was shut down, and locked-out and tagged-out by NW Natural. Cary and Gail were notified. Bryan discussed the incident further with Dirk, who will be responding today. This boiler is for first floor heat only.
    - Housing has a separate On-Call number. They didn't answer, so FPM On-Call was called. This is being reviewed.
    - Is there a monitor in the boiler room?
    - EHS will follow-up with FPM on this incident and corrective actions, and report back at the next meeting, **2/24/26**.
  - Work orders were submitted for eyewash stations at PSC; there are two areas where they are needed, based on where the mixing stations are located. A mixing valve is needed.
- Jon
  - Nothing to report.
- Gabe
  - Be mindful as PSU representatives to follow the safety measures posted by contractors, especially at the Art & Design construction site. The Swinerton Safety Director saw his team and acknowledged them for properly following the sidewalk and crosswalk closure.
  - A new student worker is signed up for OSHA 10.
- Karen
  - The Art & Design construction site tower crane is coming down the week of January 19th. The site is closed today.
  - Be careful - rooftops, parking structure stairs, and skybridges may be icy, especially in early morning hours.
  - Feedback/discussion about asbestos training site walks: The asbestos site walkthroughs were useful. The formatting was good.

## New Action Items

- Karen to schedule a site walk with Cary, Gail, Brandon, and Aaron to review safety concerns about the landscape yard drop boxes, and report back at the next meeting, **2/24/26**. Review to include: Is a bracket needed for extra strength; potential for the chains to get damaged enroute; have all missing pins been replaced and are they attached with locks so they don't go missing; does the hauler have an inspection process to ensure the equipment is returned in good condition.

- SEH boiler and gas smells, reported by Bryan at the last meeting. EHS will follow-up with FPM on this incident and corrective actions, and report back at the next meeting, **2/24/26**.

### 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 **March, 2026**.
- 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 **March, 2026**.
- 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 **2/24/2026**.
- 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 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. On hold; will revisit in **March, 2026**.
- Regarding an employee trip incident in the USB garage – Cary Morris to review how often power is needed for this storage/work area. Depending on frequency, consider installing a dedicated outlet for the crew in their work/storage area. Follow-up in **March, 2026**, as the USB garage renovation is underway.

### Meeting Adjourned

Time: 11:30 AM

### Next Meeting

Date: 2/24/2026

Time: 10:00 am

Location: USB 202 Stumptown

### Next Inspection

Date: 1/20/2026

Time: 8:00 am

Location: TBD