

## Facilities & Construction Safety Committee Meeting

---

### Members

A checked box indicates member was present at today's meeting.

#### Employee Represented

- ☒ Karen Barnack, EHS Assistant Director for Occupational Health and Safety
- ☒ Aaron Britton, FPM Zone Maintenance Manager
- ☐ Gabe Christian, Technology Infrastructure and Academic Systems
- ☐ Jonathan Farrow, CPC Project Manager
- ☒ Leila Gorson, FPM Housing Maintenance
- ☒ Bryan Haberlach, FPM Plumbing
- ☒ Todd King, Telecom, OIT
- ☒ Gail Hamilton, FPM In-House Construction Manager
- ☐ Jonathan Ledbetter, Materials Management Services
- ☒ Jon Morgan, FPM Electrical
- ☒ Kevin Reed, FPM Lockshop

#### 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: 7/14/2025

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 shared drive](#). Please contact Karen if you have any questions regarding how to access them.
- Leila will be the official Housing Maintenance representative.

### Safety Committee Member Role

- Obtain questions, concerns, or ideas from your respective crew to be brought up to the committee. After the meeting, share 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

- Asbestos survey spreadsheet.
  - EHS to work with FPM, CPC, and OIT to add this link to their departments internal website and Google shared drive **by August 1, 2026**.
  - EHS is meeting this week to ensure this sheet is up to date and will create a blurb for CPC, FPM, and OIT to put on their internal sites.
- Identify a safety committee representative for FPM Housing Maintenance.
  - Leila will be the official Housing Maintenance representative.

## Incidents / Injuries

### Asbestos-related incident

- Description: Employee was working near the ceiling installing a 7" strip of metal with a hammer drill. While using the drill, the metal spun and impacted encapsulated fireproofing, causing a piece about the size of a quarter to come off and land on their sleeve.
- Follow-up: The task was to add strips of metal to the corrugated ceiling to then hold the metal track. Means and methods were reviewed by the supervisor with the onsite crew prior to the start of the task. Abatement of fireproofing had taken place, prior to start of work, to provide 8" clearance around the work area, and the adjacent fireproofing had been encapsulated by an abatement contractor.
- Corrective Actions:
  - An abatement contractor was called out to clean up the area and abate additional asbestos-containing material from the work zone. The abatement contractor removed an additional 12"-24" of asbestos-containing fireproofing around the work area when they responded for cleanup and re-encapsulated the fireproofing.
  - As noted by the supervisor, secure/pin the strap down first with a nail setter before drilling thru with a hammer drill, as a drill can cause materials to spin.
  - EHS has discussed their recommendation with FPM and CPC to increase the distance of work from ACM from 8" to 12". CPC and FPM concur.
  - Suggestion from Safety Committee discussion to pre-drill the hole.
- Discussion: The committee discussed the current PSU best practice, 8" clearance from ACM (pending an extension to 12"), including from the edge of your material. For example, material that is 6" needs to have an additional 8" clearance beyond the initial 6" (14" total from base of material).

### Strain/sprain (leg)

- Description: Employee pulled a leg muscle while disassembling the stage ramp after graduations.
- Follow-up: Employee has performed this task before and has received on the job training for this infrequent annual task. This is a two-person task and was being performed by two people. The employee did some pre-warm up exercises and was not working at an unsafe speed. The employee noted that the injury may have occurred from an unsafe position/posture (twisted body) while carrying the railing to the cart. The cart was located close to the work operation.
- Corrective Actions: Continue performing stretching exercises prior to this task. Be mindful of body position when carrying awkward stage pieces. Consider using two people to move pieces. Supervisor to review the process further the next time this task occurs.

### Dumpster injury

- Description: While opening a 30 yard dumpster lid with the crank handle, it slipped out of the employee's hand and spun around and hit the back of the employee's hand.

- Follow-up: This equipment is not owned by PSU. The employee had received training on proper operation of the dumpster winch. The winch ratchet pawl was not working properly; the crank would not work when the ratchet pawl was engaged. A KBS contract employee had a similar experience with the same dumpster lid.
- Corrective Actions:
  - Defective dumpster was tagged out and removed from campus by the hauler.
  - Ensure that dumpsters delivered for move-out and turns are inspected upon delivery to ensure they are operating correctly. The supervisor met with Republic and asked for dumpster winches to be tested before dropping them off. It was also requested that all dumpsters have brakes for the cranks.
  - Someone needs to check it daily to ensure it is working safely.
- Discussion: If dumpsters are being kept open throughout the night, why not use open-top ones?
  - During housing turns, dumpsters stay open as residents utilize the dumpsters at all hours. Disposal hours cannot be limited, as residents will still leave items next to the dumpsters.
  - Most dumpsters are fairly accessible to the public and are often broken into. Lids and locks don't prevent all vandalism.
  - Aaron will check on who is opening/closing them and when.

#### **Contractor near miss, potential for serious injury from falling material**

- Description: During overhead roofing demolition, a 10' long piece of parapet flashing fell to the pedestrian walkway below. This was a near miss, with no injuries.
- Follow-up: Contractor is working on their incident review report which they will provide to PSU. The contractor indicated a spotter had been in place below the overhead work, but there were no cones and danger tape in place at the time of the incident. The contractor's safety plan had included placing cones and tape around the area below overhead work, as requested by PSU during safety plan review and site walks at the beginning of the project.
- Unsafe act or condition:
  - Failure to secure materials when working at roof edge.
  - Failure to block off work zone below overhead work.
- Corrective Actions:
  - Contractor placed cones and danger tape below the work area and will continue this preventative measure for the remainder of the project.
  - The contractor will include a spotter when work takes place over a skybridge or areas where the barrier may need to be removed to allow someone to pass.
  - The contractor will tether materials that could fall to below when working at the roof edge.

#### **UPH generator load testing**

- Description: Scheduled load testing of the basement generator caused smoke in the lower level at the University Place Hotel. The fire alarm was activated due to the smoke, and Portland Fire responded. The system was reset and the test continued. When the smoke got worse and was also present on the first floor, the test was shut down and FPM staff reached out to EHS.
- Incident Response: EHS staff and additional FPM staff responded.
  - Hotel staff were kept out of the basement while fans were deployed to remove the exhaust from the area.
  - EHS conducted air monitoring to check air quality in the area, reading PM2.5 - 999.9 ug/m3 (Hazardous).
  - HEPA filters and air movers were kept in place overnight to clear the air. By 6:00am the next day, the readings were PM2.5 - 0.7ug/m3 (Good).
- Follow-up: EHS, FPM, CPC, and Hotel management met to discuss the incident, the response, lessons learned, and next steps. The generator load test was a failure and will need to be retested.
  - The test should have been stopped when it started smoking and impacting the basement area, creating a potential hazardous condition for staff. Stop and assess the situation.

- Schedule the test at a time to minimize people in the basement area, not at housekeeping staff break time. This area is heavily-utilized by staff.
- Schedule the test for low-occupancy times and during the off season.
- Coordinate air monitoring with EHS ahead of time.
- Martin did not get information or direction after closing the space that the space could be reopened.
- Nikki did not receive any notification from CPSO about Portland Fire responding. There was no call from dispatch.
- The building impact notice was not clear about what was occurring. The hotel was listed with multiple other buildings, so it was unclear when this test was planned.
- FPM leadership was not informed until the following day of this incident.
- Corrective Actions:
  - CPC will work with the contractor that installed the generator exhaust pipe, as it appears it was not completely sealed or leaking in some way (based on pictures and video). Rescheduled load testing will be planned afterwards.
  - Ensure clear communication to Hotel Management regarding generator tests.
  - Reminder: If an event/ incident occurs that disrupts the operations of a department, ensure your supervisor is notified, and their supervisor is notified.

### Incidents / Injuries Tracking

The following incident(s) are awaiting incident review meetings and reports:

- Strain/sprain injury to hand
  - Erica is following up with the employee on this injury.

### Campus Safety Committee Update

- An individual was found living in Millar Library's stairwell near the basement level. Stairwell alarms had been deactivated for the elevator replacement project and had not yet been reactivated.
  - CPSO was notified. Normally, when activated, the alarm alerts a panel at the staff desk and they will contact CPSO.
- At SMSU, elevators are being modernized and there have been several entrapment incidents. Management has installed signage encouraging people to use the stairs instead.
- People were found camping in a PGE corral near Parking Structure 3. The lock had been broken off.
  - PSU has installed a lock as a temporary measure until PGE installs their own.

### Upcoming Committee Inspection

The next safety committee inspection will be **July 21st at 8:00am**, inspecting the tunnel system with Dirk. The Committee will meet outside the Cramer Hall southern doors, between SMSU and Cramer Hall.

Wear PPE, including a safety helmet, safety glasses, appropriate footwear, and long pants. Bring a headlamp or flashlight if you have one.

### Rounds / New Safety Concerns

- Gail
  - Nothing to report.
- Karen
  - The annual Wildfire Smoke Prevention training has been sent out. If you have not completed this required training, please do so.

- Portland Parks will be removing 3 campus trees this week, 2 by Shattuck Hall and 1 by FMH's west entrance. This work will involve crane picks and increased vehicle traffic.
- The Blackstone demolition is now underway.
- The new Art and Design building's punchlist walks and training are underway. These are being scheduled by Chris and Cameron.
- There will be 2 new student orientations occurring on July 27-28th and August 26-27th. Expect significant activity in the Park Blocks, so plan work accordingly.
- Aaron
  - There were two vehicle collisions into campus buildings. Both buildings will be repaired within the month, and no one involved was injured.
    - At HGDC, someone driving off the freeway at high speed crashed into the building at around 9pm on Sunday. The driver backed up, hitting the building again before stopping. The building was unoccupied at the time. CPSO responded and will be handling this issue. Plywood has been installed for now.
    - At the Blumel parking structure, a driver crashed into a brick wall.
- Todd
  - A fiber installation project will be occurring soon, going through the University Services Building into five other campus buildings.
  - Astound Fiber will be conducting additional fiber installations from OHSU to Pittock.
- Kevin
  - Nothing to report.
- Bryan
  - At Vernier Science Center, he observed the new rollup fire wall on the 1st floor, next to the stairwell at the east end of the building. It was discussed that he may have observed this during recent FPM testing of the fire and life safety equipment.
- Jon M.
  - When walking through Shattuck Hall, a student and professor were observed sanding in a classroom without proper PPE or protective measures, including a lack of ventilation. Other people have been doing similar art projects in SH, without PPE or eye protection, generating and leaving behind highly flammable sawdust.
    - EHS was contacted and addressed the situation immediately with faculty and the Architecture Program leadership.
- Leila
  - Nothing to report.

## New Action Items

- There were no new action items.

## Pending/Tracking Action Items and Recommendations

- Asbestos survey spreadsheet.

- EHS to work with FPM, CPC, and OIT to add this link to their departments internal website and Google shared drive **by August 1, 2026.**
- EHS is meeting this week to ensure this sheet is up to date and will create a blurb for CPC, FPM, and OIT to put on their internal sites.
- 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 **August, 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 **August, 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 **August, 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 **August, 2026.**
- Landscape yard drop boxes - Tracking these action items; **August, 2026**
  - Brandon will reach out to Republic to see if they have any checklist for accepting and returning the bins.
  - Brandon will reach out to Wesco to see if they have a maintenance checklist and recommended frequency.
  - Once we have these two items from Brandon, EHS will work with FPM on a weekly inspection/checklist process.

## Meeting Adjourned

Time: 11:30am

## Next Meeting

Date: 8/11/2026

Time: 10:00am

Location: USB 202 Stumptown

## Next Inspection

Date: 7/21/2026

Time: 8:00am

Location: Campus tunnels