OSHA Safety/Energy Committee Minutes  
December 15, 2015

Present: Tom Neal, Susan Griffin, Allen Risen, Heather Mercer, Mike McGlade, Rhys Finch, Chelsee Blatner, Kimber Townsend (chair), and Nora Solvedt,  

Absent: Adria Gredvig, Shirley Hill, and Rebecca Chiles

Meeting was called to order at 2:00pm.

Review of Minutes:
- 11/17/2015 minutes approved 7-0-0 as presented
  o Schuyler made the motion, Tom seconded

Building Inspections: 14 buildings were inspected; deficiencies noted during November inspections included, but are not limited to:
- Use of extension cords, need to replace with power strips
- Shelves need to be secured to the wall
- Hallways obstructed causing trip hazards
- Eye wash station blocked
- Eye wash stations not being flushed monthly
- Chemicals improperly labeled or missing labels
- Missing ceiling tiles
- Floor drain missing the cover
- Missing emergency lighting
- Leaking downspout
- Elevator call boxes need work. Otis contacted
- Full sharps container

Injury Review: See below

Conservation Committee Update:
- Electric even, maybe a bit to the positive
- Gas is well into the surplus, due to low prices, and warmer than usual Fall temperatures
- A new boiler is being installed that will continue to improve costs

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<tr>
<th>Type of Accident</th>
<th>Findings</th>
<th>Recommendations</th>
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| While buffing the floor an employee flung the power cord out of the way causing pain in the right hand. | - Employee operating high speed floor buffer, walking it forward and backwards with little to no back and forth arm motion  
- Employee twisted at the waist, flipping the power cord with the right hand to get it out of their way  
- Pain to the hand and arm did not occur until 10 minutes after he stopped using the floor buffer  
- Prior to employment at WOU the employee had surgery to right shoulder to correct the shoulder from popping out of it’s socket | - Ask for assistance for any heaving lifting  
- Limit over extension of right arm |

An employee injured their left knee while walking on wet grass. The employee was carrying 20-25 pounds of equipment.

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| - Extensive walking on uneven surfaces/grass field while filming track meet  
- Pain occurred in left knee while employee was walking and placed left foot down during walking stride  
- Most videoing is done by placing camera on tripod  
- Employee is currently wearing a neoprene knee brace | - Continue wearing knee brace and follow doctor’s orders |
A student employee was driving towards Salem on Hwy. 22 and was hit by a pickup. Salem Police responded and believe the person in the pickup lost control due to road conditions. The employee sought medical attention for back and neck pain.

- Crash/injury caused by another person
- Wet roads and speed of the other driver appears to be the cause
- Back and neck strain injury to employee

| None |

A student employee injured their back moving catalog boxes full of index cards.

- Unsafe position, posture, and lifting
- Six drawer wooden card catalog boxes full of index cards
- Employee bending at the waist, with arms extended, while lifting box from the floor to middle shelf
- Carrying boxes approximately 20 feet on carpeted floors

| Remove drawers from card catalog box/cabinet to lighten the load
| Make several trips to reduce strain to back
| Keep objects close to the body when lifting |

An employee was re-arranging food in the freezer. While moving a half full pan of “breakaway steaks” employee felt a pop and pain in lower back.

- Employee is 6’4” tall
- Freezer constant temperature at -3 degrees Fahrenheit
- Employee was wearing gloves but no coat while working in the freezer
- Excessive bending to reach lower shelves that are one foot above the floor
- Arms at full extension pulling 2 pound stainless steel pans of frozen steaks towards him causes excessive strain to the lower back

| Due to employee’s height recommend kneeling to move items on lower shelving to reduce possible strain to the back
| Stretch out muscles prior to moving or lifting that requires excessive bending and reaching
| Wear a coat while in the freezer to help in keeping muscles warm |

An employee fell on an icy sidewalk landing on their back and hitting head on sidewalk.

- Overnight temperature was 28 degrees and freezing rain started around 8:30am
- Physical Plant was out spreading de-icer on all sidewalks, stairs, walkways, and crosswalks
- The crosswalk on Stadium Drive was not used that had de-icer applied
- The employee took normal route through grass, across untreated icy sidewalk, to cross Stadium Drive.
- The employee was carrying items in hands
- The employee was wearing rubber type sole shoes
- No medical attention was sought

| Use extra caution when walking during freezing rain and on all potentially icy surfaces |

Policy Statement: updated statement and name change approved 7-0-0 as amended. Tom made the motion, Heather seconded.

Round Table: none

Follow-up from last meeting – Chelsee passed on the request for ALICE Training during New Student Week to Megan Habermann.

Next Meeting: January 19, 2016, HL 205, 2pm