

**OSHA Safety/Energy Committee Minutes**  
**October 18, 2016**

Present: Nora Solvedt, Nancy Ganson, Adria Gredvig, Heather Mercer, Allen Risen, and Angie Barry

Absent: Shelly Clark, Mike McGlade, Rhys Finch, Tom Neal, Shirley Hill, Susan Griffin, Chelsee Blatner, Julie Grammer, Beeb Singson, Kimber Townsend, Kristin Mauro, and Rebecca Chiles

Meeting was called to order at 2:07 pm.

**Review of Minutes:**

- September 20<sup>th</sup> minutes approved 3-0-0
  - Nancy made the motion, Nora seconded

**Building Inspections:** 15 buildings were inspected; deficiencies noted during October inspections included, but not limited to:

- A heater without a safety tip over switch
- Door signage needed for RWEC’s fire alarm panel control room and sprinkler control room.
- Emergency lighting out
- Broken floor boards in attic having large holes, trip hazard
- Exit door not secured
- Extension cords plugged into power strips and extension cords being used but not unplugged after usage
- George Forman grill plugged in when not in use
- J box cover missing, wires hanging out
- Exits blocked
- Exit lighting out

**Injury Review:** Three injuries were reported this month

| Type of Accident   | Findings  | Recommendations   |
|--|---|---|
| An employee’s hip gave out causing a fall and landing on their tailbone  | <ul style="list-style-type: none"> <li>• Employee’s leg gave out while leaning against a wall causing the employee to fall to the floor</li> <li>• Pre-existing condition caused leg strength to give out</li> </ul>  | <ul style="list-style-type: none"> <li>• none</li> </ul>  |
| An employee’s wrist was injured while moving a four-wheeled clothing rack. Medical attention was sought, nothing was broken, there was bruising and swelling | <ul style="list-style-type: none"> <li>• narrow aisle ways</li> <li>• People standing in the way making it difficult to maneuver clothes rack</li> <li>• metal clothes rack with four hard neoprene rubber wheels</li> <li>• front wheels caught on the raised floor transition stopping the racks movement</li> <li>• employee tugged the wheeled rack and the momentum of the rack smashed wrist into the protruding wall clothes rack</li> </ul> | <ul style="list-style-type: none"> <li>• ask for assistance when moving clothes rack down narrow aisles</li> <li>• take another route with a larger aisle way</li> </ul>                          |
| A student employee injured his foot while sliding risers from the riser cart.  | <ul style="list-style-type: none"> <li>• 60-80 lb. stage riser slipped off of the edge of the riser cart as two workers were moving it</li> <li>• Sliding riser off the cart at an angle</li> <li>• Poor positioning of feet while unloading stage riser from cart</li> </ul>   | <ul style="list-style-type: none"> <li>• Slide riser straight as riser clears side supports</li> <li>• Insure feet are clear when unloading risers</li> <li>• Be aware of surroundings</li> </ul> |

**Conservation Committee Update:**

Tom not at the meeting. Will add Jake Whisenhunt to email list.

**Round Table:**

- Kudos to Physical Plant’s landscaping crew for keeping areas clear of debris throughout the storm

**Next Meeting:** November 15, 2pm, HL 205

Meeting adjourned at 2:30pm