

OSHA Safety/Energy Committee Minutes
August 21, 2018

Present: Allen Risen, Rebecca Chiles, Jennifer Willard (New Member), Kristin Mauro, Nancy Ganson, Susan Griffin, Brianna Robertson, Nick Edmiston, and Lindsey Gibson

Absent: Michael Smith, Chelsee Blatner, Julie Grammer, Adria Gredvig, Beeb Singson, Mike McGlade, Shirley Hill, and Rhys Finch.

Meeting was called to order at 14:05 hrs.

Welcome Jennifer Willard

Review of Minutes:

- Nancy made the motion to approve minutes, Lindsey seconded
 - July 17 minutes approved 9-0-0

Building Inspections: August 2018 – 15 Buildings Inspected

- ✓ Multiple power strips found with cord casting pulled away from the plug head, wires were showing
- ✓ Empty chlorine jug found under sink with dried crystals incasing half of the 1 gallon jug on its outside. Crystals were solidified in sink and jug recycled.
- ✓ Wasp nest found on underside of stairwell landing cover
- ✓ Fire extinguisher needs annual inspection on Aries Kiddle Fire System tank
- ✓ Power strip found plugged into another power strip
- ✓ Compressed gas bottle found not secure to wall or solid object.
- ✓ 2 locations spray bottles found with liquid inside but contents were not labeled
- ✓ Open “J” box found with exposed wires
- ✓ Old shelf found in hallway near exit doors needs to be removed in case of emergency
- ✓ Several buildings has Emergency lights and exit signs not working. Possibly needs new batteries
- ✓ North side exterior of a building needs pressure washed badly
- ✓ Light duty extension cord found connected to electric hand drill left plugged in to outlet
- ✓ Emergency elevator call box not working correctly, dispatch can't hear caller – 3 years of reported problems with this call box
- ✓ Shelving found not secured to wall
- ✓ Fire extinguisher boxed by roller cart with three boxes of light fixtures
- ✓ Bio Waste container missing red bag. Needs replacement waste bag installed
- ✓ Replace battery in AED machine due to low battery light flashing
- ✓ Coffee maker and refrigerator plugged into extension cords, need replaced with power strips
- ✓ Elevator control room needs proper hanger for fire extinguisher to hang on wall hook
- ✓ Sprinkler heads found with less than 18” of required clearance
- ✓ Two large 18”x18” holes found in ceiling need repaired

Injury Review: Five this month

Description	Findings	Recommendations
An employee pinched/smashed finger between bolt cutter's safety stop pads on handles while cutting off a padlock.	<ul style="list-style-type: none"> Placing hands on the tool handle incorrectly, too close to the stop pads Bolt cutter tool is approximately 50 plus years old and worn out Cutting jaws are chipped in places and are not sharp Handles are bent and too close together when closed 	<ul style="list-style-type: none"> Destroy bolt cutter tool so it can no longer be used Replace with new bolt cutter
An employee was climbing the fixed ship ladder up to the roof of the RWECC building for repairs on roof. The third time climbing up the ladder employee stepped up on a step near the top, hitting their head on the roof access door's wooden 2X4 header.	<ul style="list-style-type: none"> Poor design to roof access door Header too close to ship ladder Yellow caution tape was attached to header but not easily visible Employee's hat brim / visor was blocking their view. No medical attention received at this time 	<ul style="list-style-type: none"> Install bright orange safety padding on the wooden 2 x 4 header and sprinkler tape Install a sign at the base of the ladder, stating "Caution low head room near top", thus warning of a potential hazard ahead Install bright color padding on header Remove hat/cap with a brim or visor that blocks overhead viewing
An employee during defensive tactics training was attempting to place the instructor in a control hold called a shoulder/hammer lock causing employees left shoulder pop and some pain.	<ul style="list-style-type: none"> Employee participating in annual hands-on defensive tactics training Employee attempting to apply a should/hammer lock control hold on instructor when instructor suddenly pulled away to demonstrate the control hold was applied incorrectly straining shoulder 	<ul style="list-style-type: none"> Be sure to stretch out and warm up muscles prior to physical activity Use caution not to injure counterparts while training Slow Down
An employee dropped a ceramic bowl on floor causing it to shatter. Part of the ceramic bowl shard hit the worker on the front portion of right ankle causing a cut.	<ul style="list-style-type: none"> Hand or food container caught the top edge of the lunch carrier, pulling it off the top of the microwave Ceramic bowl inside carrier shattered when hitting the concrete floor A sharp piece of the bowl hit the front unprotected portion of the right leg above the ankle Top of microwave is 43 inches high Medical attention received 	<ul style="list-style-type: none"> Slow Down Lift lunch higher to clear top edge of cloth lunch carrier
An employee was "shelf reading" (Dusting bookshelves as well as removing, sliding, and placing the books in order), straining shoulder.	<ul style="list-style-type: none"> Reaching above shoulders, moving heavy books Sliding ten books at a time, that were approximately 2 to 3 inches thick Standing on a stepstool to reach the upper shelves In a hurry to get task completed Strained right shoulder No medical attention required 	<ul style="list-style-type: none"> Move less books at a time Slow down Use a taller stepstool, so as not to be reaching over her shoulders as much

Conservation Committee:

- Replacing lights in the Werner University Center with new LED lights
- Looking into the cost and rewards for installing solar panels on top of the Richard Woodcock Building

Round Table:

- There was mention of an employee stepping on a pinecone and rolling their ankle, this injury was not reported. The committee talked about being aware of your surroundings when walking around campus and report injuries to supervisor.

Next Meeting: September 18, 2018, 2pm, Hamersly 205

Meeting adjourned at 14:52 hrs.