

**OSHA Safety/Energy Committee Minutes
December 18, 2018**

Present: Chelsea Blatner, Rhys Finch, Nora Solvedt, Lindsey Lavender, Susan Griffin, Heather Mercer, Lindsey Gibson, Nick Edmiston, Mark Lilley, and Kevin Thibeault.

Absent: Michael Smith, Allen Risen, Adria Gredvig, Beeb Singson, Nancy Ganson, Mike McGlade, Jennifer Willard, Brianna Robertson, Kristin Mauro, Rebecca Chiles, Julie Grammer, and Shirley Hill.

Meeting was called to order at 14:01 hrs.

Review of Minutes:

- Rhys made the motion to approve minutes, Susan seconded
 - November 20th minutes approved 9-0-0

Building Inspections: December 2018 – 14 Buildings Inspected – Not Reviewed with Committee because Kevin reviewed November. Added to minutes after meeting to view.

- ✓ Ceiling tile found falling down
- ✓ Metal shelving not secured to the wall
- ✓ Toys found blocking exit door as well as fire control room
- ✓ Found a small steam leak in the mechanical room
- ✓ Fire extinguishers not getting their annual inspections
- ✓ Wooden bench found not secured to metal legs and wood is rotten
- ✓ All extension cords need unplugged at wall and rolled up when not using
- ✓ Forklift found without safety/seat belts (4th Notice)
- ✓ Eyewash station needs to be cleaned and needs protective caps
- ✓ Steps found broken and need replaced
- ✓ Concrete landing has large portion of concrete chipped out
- ✓ Multiple emergency lights found not working
- ✓ Hallway sprinkler deflector found broken
- ✓ Elevator call box volume very low and hard to hear caller
- ✓ “Not an Exit” sign missing from door
- ✓ Magnetic fire door holders needs wall base tightened
- ✓ Courtyard bricks found sinking where they meet sidewalk causing trip hazard
- ✓ “J” box found with open wires exposed
- ✓ Metal lockers not secured to wall (8th Notice)
- ✓ Rain gutters found plugged with leaves with water overflowing
- ✓ Fire alarm bells not working, recommend installing strobes and horns

Injury Review:

Description	Findings	Recommendations
<p>A staff member was bending over moving boxes from the bottom shelf in the Food Pantry at the Welcoming Center and two cans of soup stacked on top of each other fell from the top shelf. One soup can hit them on the back right side of their head and they reported having a headache with no bleeding. The shelving was not secure to the wall, so moving the boxes from the bottom shelf caused the shelf to sway and make the cans fall from the top.</p> <p>In a follow-up on 12/13/18, they reported having a tender bump on their head and a slight headache, but they did not see a doctor after the accident.</p>	<ul style="list-style-type: none"> • Lightweight metal tubing shelf rack. • Shelf rack not secured to the wall to prevent movement or tipping over. • Sloped tile flooring with two floor drains causing shelving to lean outwards at the top. • Stacking soup cans on top of each other. • Employee bending over moving boxed products in the bottom shelf causing shelf to move. • Soup cans stacked two high, end on end and not secured, causing them to fall when shelf moved during box adjusting. 	<ul style="list-style-type: none"> • Replace lightweight shelving racks with heavy duty racks. In progress. • Place shims/blocks under front legs to level shelving rack. • Bolt to wall to prevent moving or tipping over on persons. • Place cardboard between cans when stacking is required to stabilize top cans.

<p>A student worker was cleaning out a shelf in the Props Room of Rice Auditorium and punctured their left index finger on a small piece of broken glass when they reached their hand into the back of the shelf. They had looked before reaching into the shelf, but they did not see the piece of glass.</p> <p>In the follow up on 12/7/18, they reported that the puncture was minor and they stopped the bleeding by applying a Band-Aid. They did not go to a doctor about their accident.</p>	<ul style="list-style-type: none"> • Glass shard approximately ½ inch long by ¼ inch wide with a point at one end. • Not wearing gloves. • No medical attention required. Only first aid/Band-Aid 	<ul style="list-style-type: none"> • Wear gloves. • Look closely for hazards prior to reaching in spaces.
<p>A student worker was bussing dishes in the Dish Room of Valsetz Dining Hall and grabbed a cup rack that was upside down on top of another cup rack at the end of the dishwasher. They lifted the top cup rack with two hands and spun it right-side up towards them, and hot water trapped around the hollow edges of the rack splashed onto their right forearm. They ran cool water over their burned arm.</p> <p>In a flow up on 11/26/18, they said their burn was minor. It was advised that they use one hand, or two hands on one side, to flip cup racks over sideways in the future.</p>	<ul style="list-style-type: none"> • Taking poor position/posture. • Holding on to the dishrack on both sides and flipping it towards them. • Trapped water filled in rack voids/pockets from being sent through dishwasher upside down. 	<ul style="list-style-type: none"> • Flip upside down cup racks away from the body.
<p>A staff member slipped and fell on the stairs at the west entrance of Campbell Hall when going down the stairs to the basement after entering the building from the east main entrance. Their right foot slipped and rolled inwards when they placed it on the first step of the stairs. They felt their right knee pop and they landed on their bottom, sliding down the remaining five steps. At the time of the accident, their shoes were wet from the rain that evening. They also did not use the handrails and were carrying a 24-inch dust mop when they fell.</p> <p>In a follow up on 12/12/18, they rated their pain at the time of the accident at a 7 to 8 on a scale of 1 to 10. Their pain level on the 12th was rated at a 4 to 5. They did not go to a doctor after the accident, but they have an appointment scheduled for after the first of the new year. They are currently using prescribed migraine medication for their leg pain, along with placing a hot towel on their leg at home.</p>	<ul style="list-style-type: none"> • Wet shoes from walking outside. • Weather floor mat in place at east entrance. • Rubber-type stair tread with non-slip tread pattern. • Employee carrying dust mop. • Not using provided handrails. • No medical attention at this time, but appointment scheduled after the first of next year. 	<ul style="list-style-type: none"> • Wipe wet shoes off on weather mat when entering building. • Use provided handrails when using stairs.

Energy / Conservation Committee:

- RWEC solar panels will be finished by term end
- Facilities is installing LED's in APSC project by project

Round Table:

- **3rd Floor Admin stairwell is very dark and needs lighting**
- **Brick sidewalks being repaired on Monmouth Ave.**
- **Are RWEC solar panels being used to power multiple buildings or just RWEC? It's being used to power just RWEC at this time.**
- **Elect a new Safety Committee chair in January meeting**

Next Meeting: January 15th, 2018, 2pm, Hamersly 205
Meeting adjourned at 14:26 hrs.

