

OSHA Safety/Energy Committee Minutes December 17th, 2019

Present: Allen Risen, Adria Henrickson, Mark Lilley, Lindsey Gibson, Jennifer Willard, and Jessica Olson

Absent: Nancy Ganson, Michael Smith, Beeb Singson, Rebecca Chiles, Chelsee Blatner, Lindsey Lavender, Julie Grammer, Heather Mercer, Mike McGlade, Susan Griffin, Nick Edmiston, Nora Solvedt, and Kristin Mauro.

Meeting was called to order at 1403 hrs.

Review of Minutes:

- Adria made the motion, Jennifer seconded
 - November 19th's minutes approved 5-0-0

Building Inspections: December 2019 – 18 Buildings Inspected

- All fire extinguishers due for their annual inspection and replacement of inspection tags. Housing Maintenance responsible for residence halls and Facility Services responsible for all E&G buildings.
- Several extinguishers found due for 6-year maintenance servicing by outside extinguisher company involving disassembling, emptying power contents, replacing "O" rings and recharging.
- All elevator emergency call boxes need their recorded messages removed since all calls go directly to Campus Public Safety Dispatch emergency phone line and is monitored 24/7. Facilities has this scheduled with elevator service contractor Thyssen Krupp for January 9th and 10th. Elevators will remain in service during the process.
- Two exterior electrical outlets missing their weather cover.
- Several electrical "J" boxes and or electrical outlet missing their covers.
- Unlabeled container found containing possible oil.
- Several missing ceiling tiles.
- Found fire alarm control panel "dialer" unplugged causing system not to report alarms to Dispatch. Reconnected at time of inspection.
- Electric forklift safety seat belt missing. Needs reinstalled.
- Defective garage door opener causing door not to stop or reverse in the event an object or person is in the path of door when closing. Facilities is working on issue.

Injury Review: Three this month

| Description | Findings | Recommendations |
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| Employee developed arm and shoulder stiffness/pain after prolonged restricted movement while holding a storage type clipboard and | <ul style="list-style-type: none">• Employee holding storage type clipboard for long periods of time with hands and arms while performing | <ul style="list-style-type: none">• Follow doctor and therapist recommendations.• Limit prolonged holding of clipboard or electronic notepad. |

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| <p>writing assessments over multiple day conferences. The injury was exacerbated after sitting in a cramped seat during airplane travel.</p> | <p>observations during assessments.</p> <ul style="list-style-type: none"> • Restricted movement to muscles and joints. • Approximate weight of clipboards and equipment, 3-5 pounds. | <ul style="list-style-type: none"> • Continue researching types of holders to reduce stress to shoulders and arms. |
| <p>Employee attempted to unroll butcher paper from a paper dispenser that was placed on a 6 foot tall filing cabinet. The paper roll and dispenser fell from the cabinet and scraped the employee's right hand, left forearm, and strained back.</p> | <ul style="list-style-type: none"> • Paper roll and dispenser sitting unsecured on top of a 6 foot high by 4 foot wide by 18 inches deep metal storage cabinet in classroom #103 of MNB. • Paper roll size 36 inches and 4.25 inches in diameter. Weight 8.7 pounds. • Paper dispenser/holder measured 38.5 inches in length by 12 inches high with a 5 inch base. Weight 7.5 pounds. • Combined weight 16.2 pounds. • Medical attention received. • Holder/s removed from service. • Floor model type holder purchased. | <ul style="list-style-type: none"> • Do not place paper holder/dispensers on cabinets higher than 4 feet. • Use step stool when reaching for items above shoulders. |
| <p>Employee was sweeping a stairwell while walking down backwards. The toe of the employee's right shoe caught the front edge of one of the steps causing their right leg to slip out from beneath them, falling forward. This caused them to hyperextend their right knee.</p> | <ul style="list-style-type: none"> • West seven steps between first floor and landing connecting to basement stairs. • Walking backwards down the steps while sweeping steps at the same time. • Right shoe toe caught the front edge of step causing the shoe to slip and hyperextending his right knee. | <ul style="list-style-type: none"> • Slow down. • Be aware of surroundings/steps when placing foot when using stairs. |

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| | <ul style="list-style-type: none"> • Not paying attention. • No medical attention required. | |
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Conservation Committee Update:

- No update this month.

Round Table:

- There is a storage building between UCS and the Physical Plant that is shared by ITC and Facility Services. There is a defective garage door opener causing the door not to stop or reverse in the event an object or person is in the path of the door when it is closing. There was an incident where the door hit something and shorted. This is the only door and someone could become trapped inside if the door were to fail. The suggestion of adding a separate man door was made. Facilities is working on the issue.

Next Meeting: January 21st, 2019, 2pm, Hamersly 205

Meeting adjourned at 1433 hrs.