

**Safety/Energy Committee Minutes**  
**Held Virtually via Zoom; October 19, 2021**

Present: Susan Griffin, Allen Risen, Kevin Thibeault, Mark Lilley, Jessica Olson, Nora Solvedt, Mike Hanson, Adria Henrickson, Mike McGlade, Michelle Sides, Kristin Mauro, and Rebecca Chiles.

Absent: Beeb Singson, Kristen Larson, Lindsey Lavender, Julie Grammer, Jennifer Willard, and Chelsee Blatner

Meeting was called to order at 1402 hrs.

**Review of Minutes:**

- Kristin Mauro made the motion to approve, Michelle Sides seconded.
- September 21st minutes approved.

**Building Fire life Safety Inspections:** Allen Risen.

**Extinguisher Issues;**

- Library extinguishers needs annual inspection on 2 extinguishers.
- APSC 1 extinguisher 6 year servicing due.
- New PE 3 extinguishers 6 year servicing due.
- Administration attic extinguisher at south end 6 year service due. 3<sup>rd</sup> floor extinguisher missing.
- Math / Nursing 1 extinguisher due for 6 year servicing and 1 for annual check.
- Vic Building Salem Campus, 2 extinguishers need 6 yr. serving, Monthly checks not being completed on most all extinguishers, and several need relocated for better visual access.

**Fire Alarm Issues;**

- Stadium fire alarm cannot be heard in restrooms.

**Trip / Fall Hazards;**

- ITC 005 2" step in office area.
- Modular men's & women's restroom floor rotted by dividing wall due to water leak. Restrooms closed until further notice.
- Smith Music, Mechanical room safety rail not secured. I secured
- RWEC, 110A Mechanical / server room has bolts sticking up through concrete floor.
- Vic Building, basement mechanical room has a wooden box covering piping across floor need highlighted with yellow and black striped paint.
- New PE 2<sup>nd</sup> floor bleacher rail had 3 gates not secured.

**Electrical Issues;**

- RWEC 110 Electrical room panel has an open slot for breaker. Needs closed.
- Maaske; Basement mechanical room extension cord under door to operate fan.
- Smith Hall 201 Mechanical room using an extension cord from 1<sup>st</sup> Mechanical room to run fan.
- Old Ed building 201 has open electrical box in wall with wire exposed.
- New PE Main Gym 2 north door exit lights burnt out.
- Vic Building elevator emergency call box. Was automatically placed on hold approximately 5-minute before being answered by a Texas monitoring company. Emergency call box needs reprogrammed to call Campus Public Safety.

**Emergency Lights not working;**

- Old ED x1

**Shelving not secured;**

- Admin x5
- RWEC x 20 plus
- Library x1
- Stadium, lockers in weight room office need secured to wall.
- APSC x2

**Holes in walls / ceilings;**

- ITC 014 has 2-6” holes in wall.
- RWEC, several open or missing ceiling tiles.
- Vic Building, 4 rooms missing 1 or more ceiling tiles.

**Trip / Fall Hazards;**

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**Exterior lighting;**

- 7- street lights belonging to Monmouth Power and Light not working or cycling on / off. MPL advised.
- 12- exterior lights on buildings and walkways not working. Facilities notified.

**Other;**

- New PE; Breezeway blocked by tables and equipment. Double doors between gym and breeze way, south door hard to open due to dragging on concrete floor.

**Injury Review: Allen Risen.**

Two accident investigations to review this month.

Description	Findings	Recommendations
<p>The employee was participating in RA training and competing in an “Amazing Race” event from the Welcome Center to the Werner University Center (WUC). The employee got on an electric “Bird” scooter and headed towards the WUC. They were riding their scooter about 30 mph when they went up on the sidewalk in front of RWEC and their scooter locked up causing them to be ejected off the</p>	<ul style="list-style-type: none"> <li>• Student Employee RA participating in a sanctioned training event (Amazing Race) scavenger hunt.</li> <li>• Employee utilized a “Bird” brand electric rental scooter and crashed.</li> <li>• Employee stated scooter locked up and threw them off when accessing the sidewalk in front of the RWEC building on Monmouth Ave N.</li> </ul>	<ul style="list-style-type: none"> <li>• Do not ride electric scooters during work time.</li> <li>• Read app rental agreement and operating boundaries carefully prior to any use.</li> <li>• Receive proper training.</li> <li>• Wear helmet when operating scooters.</li> </ul>

<p>scooter hitting the curb with their right knee.</p>	<ul style="list-style-type: none"><li>• No direction to use or not to use electric scooters by supervisor as part of the training event.</li><li>• Not wearing a helmet.</li><li>• Medical attention sought.</li><li>• Reported small fracture and torn meniscus to right knee.</li><li>• “Bird” brand electric scooters not approved or allowed to be used on WOU property.</li><li>• “Bird” rental app map shows the university boundaries/property as a restricted area to ride scooters. See photo attached.</li><li>• App shows city owned streets are allowed to operate scooters.</li><li>• Employee advised no map given of restricted areas when logged on “Bird” rental app.</li><li>• Electric scooters are designed to shut off power via GPS program when entering restricted areas and coast to a stop.</li><li>• No witnesses of crash.</li><li>• Employee stated to responding CPS officer the scooter was accelerating and she crashed. See CPS report #21-108.</li><li>• The “Bird” scooter the RA was riding at the time of the accident was not available to examine at the time of follow-up.</li></ul>	
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<p>The employee was cleaning the Hamersly Library and used a 4-legged chair to stand on to reach some writing at the top corner of the white board they were cleaning. They said they stepped up with their right foot first on the chair seat and as they brought up their left foot, bending their knee and placing their foot on the seat, they felt a sharp pain to their left knee.</p>	<ul style="list-style-type: none"> <li>• Standing on a chair instead of a stepstool.</li> <li>• Failed to use provided extension cleaning pole/pad.</li> <li>• Cleaning pole pad located in another building.</li> <li>• Taking a short cut.</li> <li>• Prior injury to left knee.</li> </ul>	<ul style="list-style-type: none"> <li>• Take the time to get the proper cleaning tool for the task.</li> <li>• Keep extra cleaning pads in the building custodial rooms.</li> </ul>
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**Energy Conservation Update:**

- Rebecca discussed the Energy Trust and advised Paul Skinkis and Laura Tierney were continuing that work. WOU receives monetary incentive to make energy improvements. These funds are then used to continue energy upgrades.
- Mike Hanson discussed new charging stations for electric vehicles near the Welcome Center.

**Round Table:**

- Allen Risen advised that traffic on Stadium drive is not yielding to northbound traffic on Monmouth Ave. He placed a temporary stop sign for northbound traffic on Monmouth Avenue to reduce the risk of a potential vehicle crash.
- The Great Shakeout is October 21<sup>st</sup> at 10:21 AM. Remember to drop, cover, and hold on!

**Next Meeting:** November 16, 2021, 2pm, via Zoom.  
Meeting adjourned at 1426 hrs.