**Safety/Energy Committee Minutes**

**Held In-Person/Zoom Hybrid; September 20, 2022**

Present: Allen Risen, Nora Solvedt, Kevin Thibeault, Jessica Olson, Mike Hanson, Michelle Sides, Mark Lilley, Janelle Hampton, and Kristen Larson.

Absent: Lindsey Lavender, Mike McGlade, Jacqlyn Vasquez, Rebecca Chiles, Mike Komes, Julie Grammer, Beeb Singson, Adria Henrickson, and Chelsee Blatner.

Meeting was called to order at 1402 hrs.

**Review of Minutes**:

* + Michelle Sides made the motion to approve, Nora Solvedt seconded.
  + August 16th minutes approved.

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

**Extinguisher Issues;**

* Total 65 extinguishers found needing their 6-year servicing.
* Heritage Hall 8, Ackerman 21, Barnum 1, Butler 1, Cedar 1, Physical Plant 8, Landers 8, Valsetz 6, Vick building Salem 10.

**Trip/Fall Hazards;**

* Landers Cat walks has several large chips missing and bike rack cement pad by Pod 5 has corner broken and sinking causing trip hazard.
* Gentle Hall Lower lounge west has the two bottom steps broken.
* Valsetz east outside elevator has sunken or missing light lenses in ground level sidewalk.
* Valsetz sidewalk north side of east steps leading to Housing maintenance, has a 1” lip at stress joint needing ground down.
* Valsetz loading dock edge has been painted yellow to highlight 3 foot drop off. Thank you!

**Emergency Light Issues;**

* Valsetz room 203 North Sister batteries dead and need replaced.
* Heritage Hall all emergency lights have been replaced, approximately 45-50. Thank you!
* Landers Hall 2 emergency lights (upper and lower lounge) not working.

**Fire Door Issues;**

* Gentle House Old kitchen exterior door has a double key deadbolt lock. Can’t unlock/open door in an emergency.
* Gentle House Fireplace room front exterior door, inside door knob missing and cannot open door in an emergency.

**Electrical Issues;**

* Physical Plant paper recycling area refrigerator using an extension cord passed through wall to outlet. Need new electrical outlet installed by refrigerator.
* Welcoming Center electrical panel in room 127 has an open space where breaker was removed. Needs closed off/plugged.

**Safety Issues;**

* Physical Plant loading dock cantilever cover, west anchor to building pulling away from building.
* Gentle House Decking rotted, 1 bench of 4 needs one seat board secured, screws pulled out.

**Holes Needing Closed;**

* Heritage Hall Basement Mechanical room has two large 4’X4’ openings cut into wall needing closed.

**Injury Review:** Five this month.

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| **Description** | **Findings** | **Recommendations** |
| The employee was moving furniture in the 24-hour lounge of the Hamersly Library to do a scheduled deep cleaning of the floor. When moving the chairs, the employee carried two chairs at a time, one on each side, while turning to walk sideways between other chairs. The employee began to notice soreness to their right shoulder and neck that continued for a few days. | * Deep cleaning an waxing floors. * Moving 44 chairs and 6 tables in and out of the room in a 2-day period. * 22 wheeled chairs and 22 non-wheeled chairs. * Carrying two chairs at a time, one on each side of body. * In a hurry. | * Slow down. * Carry one chair at a time. * Ask for assistance. |
| The employee was moving tables in the Mt. Jefferson room of Valsetz Dining to make room for three pool tables that were scheduled to be placed there. While sliding the smaller eating tables on the carpeted floor by themselves, they smashed their right hand between the table they were moving and another table they had already moved to the side of the room. This caused pain and bruising to the top and underside of their right hand, above the ring finger and little finger. | * Moving small 30” x 24’ dining tables by sliding them on the carpeted floor. * Placing right hand on corner of table top she was sliding contacting a stationary table along the wall. * Bruising only, no broken bones. * In a hurry. | * Ask for assistance when moving tables. * Be aware of surroundings. * Slow down when approaching the stationary tables. |
| The employee was setting up a barbecue grill at Gentle House for an event. They said they placed charcoal briquets in the barbecue, squirted some lighter fluid on them, and lit the charcoal on fire. A few minutes later, they checked to see how the charcoal was doing through the front access door and noticed the flame had gone out. With the front access door open, the employee squirted more lighter fluid on the coals. Noticing the lighter fluid did not ignite they took their propane torch and attempted to relight the lighter fluid. While placing the torch flame in front of the access door, the lighter fluid vapors ignited causing a large flame to shoot out the front access door opening, causing a mild burn to their unprotected right forearm. | * Second attempt to light barbecue briquets by squirting charcoal lighter fluid through front access door. * Lighter fluid did not ignite when coming in contact with charcoal. * Failed to open lid to barbecue grill causing the lighter fluid vapors to build up under the lid. * Attempting to place open torch flame through access door causing fuel vapors to ignite forcing a flame through the opening onto employee’s forearm. * 1st and 2nd degree burns to right forearm. * First aid treatment only. No medical attention sought. | * Open lid to barbecue when lighting lighter fluid on saturated briquets to allow vapors to escape. * Wear protective covering on arms when lighting barbecue. |
| The employee was mopping the downstairs women’s restroom and as they were stepping backward while pushing and pulling the mop, they hit the top portion of their right hand on the stall door frame latch plate. | * Impacted stall door frame latch when mopping the floor and walking backwards. * Minor impact scratch that did not break the skin and slight swelling. * No medical required. | * Be aware of surroundings when mopping and stepping/walking backwards. |
| The employee was carrying a 10-foot fiberglass step ladder horizontally over their right shoulder, placing their right arm between two of the steps near the center/balance point of the ladder. As they were carrying it down the service hallway toward the service elevator, the employee turned to walk through the doorway next to the elevator and the top yellow portion of the step ladder hit the cement block wall on the right side of the door jamb jarring their whole body and almost causing them to fall. They advised they felt pain to the inner side portion of their right shoulder and left work early. The employee sought medical treatment. | * Carrying 10-foot fiberglass step ladder over shoulder with top step in front of body. * Attempting to walk through 4-foot doorway hitting top of ladder against cement block wall at right side of doorway. * Sudden jolting to body from impact straining inside portion of right shoulder blade that the ladder was balancing/resting on. * Medical attention received by Kaiser Permanente PA. * Not paying attention to surroundings. | * Carry ladder at waist level with both hands. * Slow down. * Be aware of surrounds when carrying long/large equipment/tools. * Ask for assistance carrying long ladders. |

**Energy Conservation Update:**

* Continuing last month’s update regarding upgrading the Stadium lighting: WOU does not qualify as we do not receive our power from Pacific Power or PGE. Facilities Services will explore other options

**Round Table:**

* Fire extinguisher training will take place September 29th at noon.
* Campus window washing is nearly complete.
* Roofing projects are in the works for the Welcome Center, Maple Hall, and the Advising Center.
* Brick resealing will begin for Admin, ITC, Todd Hall, and Campbell Hall.

**Next Meeting:** October 18, 2022, 2pm, in Hamersly Library 205.

Meeting adjourned at 1436 hrs.