Southern Oregon University

Occupational Safety Advisory Committee (OSAC)

Minutes

Meeting Date and Time: 12/12/18 1:30pm Chaired by: Michele Barlow

Members in Attendance:

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| **Russell Deen** | **Thomas Knapp** | **Sue Phillips** |
| **Precious Edmonds** | **Keith Beed** |  |
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Old Business: (Last meeting 10/30/18)

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| * Safety Committee walk through Student Recreation Center completed. No issues identified. Suggest getting Braille sign for climbing ledge exterior door. * Air Quality Issues – Building air quality issues being addressed. During the fire season Russell Deen conducted daily building air quality checks, identified buildings with higher readings and notice was sent out to employees letting those affected and needing accommodation to contact HR. Upgraded all filtration systems to MERV 13 filters. SOU opened better air quality buildings (SU, Library, Running track at SRC) to the public so that the community could escape the smoke. * Cougar sightings on campus. 10/28/18 received SOU Alert of Cougar sightings near Hannon Library and Susanne Holmes. Campus Public Safety and Ashland PD onsite to address situation and scare away animals. More active at night/early morning. CPS offering escorts if needed. * Power outage 10/12/18 effected campus. A couple students were stuck in an elevator at SRC for 30 min. Emergency phone in elevator worked fine. * Great Shakeout Drill – 10/18/18 at 10:18. Followed immediately by activation of the Crisis Management Team to discuss what would have happened in the event of an actual emergency. * October 9, 2018 – Ruptured gas pipeline near Prince George, Canada, minimally affected operations at SOU. SOU Natural gas fueled boilers were temporarily converted to burn diesel fuel to provide steam for campus wide domestic hot water use and nighttime heating. * SAIF Representative attended the Health Fair on September 26th. Did “Check your Neck” evaluations for cell phone/tablet/laptop users. Provided good insight on the issue of improper neck alignment when using these devices. * Flu shots were offered to all employees on 10/29/18. There were approximately 80 employees who received shots. * Time changes this coming weekend (11/3/18). Russell to remind FMP to adjust timers on the lights on campus and near the parking lots so they come on earlier. |

New Business:

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| * Weather starting to get cold. Prepare for Ice on walkways, other weather related hazards. * Power outage in housing 12/11/18. Power company installing new meters on buildings throughout campus. Most outages are an hour or less. * Controlled burn on mountains near Ashland. Will sign up for advance notices for future notification to campus for those with sensitivities to smoke. * Custodians have been trained and are spraying Ice Melt next to buildings, and watching for water accumulation next to buildings as well. * Fire alarm testing will continue in all buildings from 12/10/18 to 1/2/19. * Thursday, December 13 between 1:15 and 1:45 there will be a test of the mass notification system on campus. This is audio in speakers both internally and externally of buildings on campus. Discussion was around putting speakers near SHWC as there are not any on that side of the street. * Next meeting will be in February 2019. |

Incident Reports: Employees

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| * 11-19-18 – Employee reported pain in wrist. Did not file a claim. |
| * 12/4/18 – Employee fell down stairs while carrying file cabinet drawers hurting ankle. Treatment sought, claim filed. * 12/11/18 – Employee slipped on floor that he was stripping, not seeking treatment, no claim filed |

Incident Reports: Students