Southern Oregon University

Occupational Safety Advisory Committee (OSAC)

Minutes

Meeting Date and Time: 3/29/18 2PM - 2:40 pm Stevenson Union / Dankook Room

Chaired by: Michele Barlow

Members in Attendance:

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| **Michele Barlow** | **Russell Dean** | **Pam D’Allura** |
| **Treasa Sprague** |  |  |
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Old Business:

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| * Great Shake Out earthquake drill on 10/19/17. Discussed why multiple texts/emails were received. How to resolve this for future alerts.
* Accident report forms – Student vs Employee/student worker. Shared examples of both.
* Building Inspections – will conduct safety inspection of Art Buildings within the next week while students are off campus.
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New Business:

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| * Active Shooter training held on 2/28/18 in Stevenson Union. Campus Public Safety Director Fred Creek and Sgt. Robert Gibson, along with Ashland Police Department put on an excellent presentation for students, and employees. ALICE (Alert, Lockdown, Inform, Counter, Evacuate) was introduced.
* Safety Committee walk through of Marion Ady building conducted on January 11, 2018. Some items were identified as needed corrections, but are currently being addressed.
* “Timely Warning” notifications – open forum was held on 3/22/18 from 12:30-1:30. A second forum will be held on Tuesday April 3 from 7:30-8:30 pm in the Hawk Dining Commons. Timely warning and SOU alert notification systems are tools to keep faculty/staff/students informed and to better protect our safety.
* 2018 National DRU (Disaster Resilient Universities) Summit April 4th and 5th at the University of Oregon. Treasa and I will be attending. Topics include addressing long term impacts of traumatic events on campus, Recovery and Continuity Planning, and Personal Safety, Active Threat Response, Situational Awareness, Early Earthquake warning, and Violence Prevention.
* New Tools (safety knives) were provided to some areas that had injuries due to x-acto knives.
* Cut off metal sign posts were torched down and made flush with pavement near Britt Hall.
* Lithia Motors Pavilion and SRC opens Monday 4/2/18. (Soft Opening)
* Discussion of Students with Temporary Mobility Issues (Broken leg etc) going up stairs to dorm room (no elevator in that building). Students need to ask for emergency housing through Housing so that there is not a safety issue in climbing stairs with mobility issues. Faculty/Staff aware of these situations need to speak up and let Russell or Housing know.
* Safety Committee – Will conduct walk through of Lithia/SRC and JPR and Theatre in the next couple of months.
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Incident Reports: Employees

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| * 12/12/17 – Student worker had a stack of metal parking signs fall onto her left foot while unloading them from a vehicle. No treatment sought.
* 1/16/18 – Employee slipped on children’s jackets and fell on right wrist. Not seeking treatment.
* 1/21/18 – Student worker had back pain after loading tables onto a table cart. Treatment sought, claim opened
* 1/4/18 – Employee stepped down from a ladder, knee buckled. Claim opened, treatment sought
* 1/25/18 – Employee cut left thumb with an x-acto knife while trimming a large poster.
* 1/26/18 – Employee adjusting a lower pallet shelf had a cabinet door from a higher storage level fall and strike him in the head. Claim filed, treatment sought
* 2/23/18 – Employee had wrist pain while throwing trash into compactor. No treatment sought
* 3/7/18 – Student Employee cut finger on x-acto knife. No treatment sought
* 3/8/18 – Employee strained back while holding a wiggly baby in the childcare center.
* 3/12/18 – Employee hit hand on the back of a wooden chair. Incident only, no treatment sought.
* 3/13/18 – Employee tripped over mats in hallway. Treatment sought, claim opened.
* 3/13/18 - Employee fell in the parking lot after work. Tripped over cutoff square metal post protruding from sidewalk. Not seeking treatment.
* 3/13/18 – Employee tripped going down stairs. No treatment sought.
* 3/13/18 – Employee cut right hand on broken glass. Treatments sought, claim opened
* 3/22/18 – Employee complained of right ankle/foot pain. Unknown cause. No treatment sought.
* 3/27/18 – Employee cut finger while removing switch from a charger. Treatment sought, claim opened.
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Incident Reports: Students

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| * 1/16/18 – Student tripped and re-injured his already broken toe
* 2/11/18 – Student was closing blinds in her room when the bracket fell and hit her in the face.
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