Southern Oregon University

Occupational Safety Advisory Committee (OSAC)

Minutes

Meeting Date & Time: May 31, 2017 2:00 pm to 3:00 pm

Chaired by: Michele Barlow

Members in Attendance:

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| **Pam D’Allura** | **Russell Deen** |  |
| **Michele Barlow** | **Treasa Sprague** |  |
| **Thomas Knapp** |  |  |

Old Business:

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| * Occupational Safety Advisory Committee Policy – Tabled for next meeting * Workers comp forms and procedures discussed with Safety Committee Members |

New Business:

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| * Occupational Safety Advisory Committee Policy – Comments to be submitted to Russell before next meeting * Bee Safety/Epi-pens. Employees cannot administer but may assist someone with their epi-pen. Student Health Center has chemical used in epi-pen for students who need it. Any emergent reactions for students/employees/contractors dial 911. * Student Event upcoming June 3rd at Emmigrant Lake. Employees who are working the event have been instructed to wear sunscreen. * Bush by Churchill Parking lot is overgrown causing difficulty seeing oncoming cars while exiting the parking lot. Will notify landscaping. * Plug in road near Library/Taylor/Science building missing cover. Treasa will show Russell to get replaced. |

Incident Reports:

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| * 4/28/17 – Steam fitter hit head on a steam valve plug. No treatment sought. * 5/1/17 – Custodian tripped going down stairs hurt his arm. No treatment sought. * 5/13/17 – Student employee using retractable razor scraper to scrape tape off a bookshelf in the library. Scraper slipped and caught the top of her left thumb causing a cut. No treatment sought. * 5/23/17 – Employee laying on floor with children when one of the kids jumped onto her legs, and knees. * 5/24/17 – Employees left middle finger was caught in a door, causing it to bleed. No treatment sought * 5/25/17 – Employee playing flag football with students, fell, hit head on astro turf causing neck, head and collarbone pain/issues. Not seeking treatment at this time. * 5/23/17 – Employee carrying a case of bottled soda with his arms extended, hurt his back (Reported on 5/31/17) |