Southern Oregon University

Occupational Safety Advisory Committee (OSAC)

Minutes

Meeting Date and Time: December 18, 2019 11:00 am Chaired by: Michele Barlow

Members in Attendance:

|  |  |  |
| --- | --- | --- |
| Russell Deen | Patricia Syquia | Ryan Schnobrich |
| Bethany Lindbloom | Sue Phillips |  |

Old Business: (Last meeting 10/16/19)

|  |
| --- |
| * Upcoming department moves to Suzanne Holmes. Stairs needing re-pouring out front of entrance. This is currently underway. * Snakes/Mice will remain in Ed/Psyche as a temporary space. HEPPA filter tanks are being obtained which will essentially act as a lab space. * Rain/Inclement weather. Concerns… Ice, water, heater use. Ensure walkways are de-iced as to not repeat the injury that occurred last year. City of Ashland looking to ban rock salt. FMP has already purchased an ample supply and will continue to use for this season if needed. Department Managers will need to monitor their areas for use of space heaters. * Wildfire smoke policy was approved and is now posted on the Policy page. * Great Shakeout Scheduled for 10/17 at 10:17 |

New Business:

|  |
| --- |
| * Stair railing was recently added to newly poured concrete steps outside of Suzi Homes. * SEIU suggested having an online fillable form similar to work orders for employees to report safety concerns that would go directly to EHS and that would let them know when their concern was addressed. * Most of the department moves have been completed, with the remaining moves to occur the first couple of weeks in January 2020. Admissions is on the 1st floor of SU, ESC in Computer Science East, Nursing in Cascade, Service center in Suzi, Communications is in the mobile office space by DMC. * Russell played two safety videos during our meeting. Safe Driving (black ice) and Cold Weather Slips and Falls. * There is additional work being done on the 30th and 31st for the heat plant boiler/chiller replacement. Parking lots in those areas will be closed off again due to this work and large equipment needed (crane) in the area. Email communication to be sent out. * Campus will be closed 12/25-12/27. In addition Service Center and ESC will be closed on the 24th due to staffing shortages (Classified employees have Xmas eve as a holiday) * Due to recent strong winds, several larger tree branches have fallen in the parking lot near the Library/Churchill round-a-bout. Anything of concern notify FMP Landscape or CPS for larger safety issues. * Crosswalk on Garfield by Stevenson Union that goes across Siskiyou, south light does not work. (The button to push from the south side not lighting up the cross indicators. Button on North side properly working) Patricia to notify the Electricians in FMP to coordinate repair with the City of Ashland. * Bureau of Labor Statistics will also require incident reports for home workers (telecommuters) in 2020. May need to visit including telecommuting agreements for those remote workers (Term x terms). |

Incident Reports: Employees

|  |
| --- |
| * 11/21/19 – Employee tripped and fell on stairs by Suzanne Homes. No treatment sought. FMP plans to install handrails at this location * 11/24/19 – Student employee bent over to pick something up and hit head on metal key box. Seeking treatment, claim filed. * 12/3/19 – Student employee had a desk fall and hit her leg and ankle while moving it. Treatment sought, claim filed. |

Incident Reports: Students

|  |
| --- |
| * 11/14/19 – Student dislocated pinky finger while playing basketball. * 12/2/19 – Student playing basketball and collided with another team member, hitting his head above the left eye causing a cut. Student declined treatment. * 12/4/19 – Student belly flopped on a bean bag, then missed and smacked their face on the ground causing a split on their chin. First aid provided. |