

UO Safety Advisory Committee

Meeting Date: May 16, 2024

Attendees ("X" indicates meeting attendance):

Name	DEPT		Name	DEPT		Name	DEPT	
Charles Dougherty	Athletics		Laura Taggart-Murphy	EHS	X	Tiffany Lee	RISK	X
Krista Osburn	Athletics	X	Justin Zunker	EHS	X	Trisha Lijana	RISK	
Devon Shea	Athletics		Brittany Jayne	ELR	X	Lisa Taylor	RISK	
Scott Clarke	CoD		Celia Marie Nittmann	ELR		Gary Malone	SEIU	X
Jeffrey Billington	CoD	X	Mike Barr	EMU		Theodora Ko Thompson	SEIU	X
Kevin Farthing	CPFM	X	David Flock	EMU	X	Ruby Thompson	SEIU	X
Brad Johnson	CPFM		Wade Young-Jelinek	EMU	X	Alonzo Costilla	Teamsters	X
Michael Philly	CPFM	X	Steven Harris	FS*	X	David Catherwood	Teamsters	
Julie Quelch	EC Cares	X	Christina Cauley	GTFF	X	Rhonda Reed	TS	X
Kersey Bars	EHS	X	Errol Kaylor	GTFF		Shawn Kahl	UA**	X
Ben Bythell	EHS	X	Leslie Selcer	GTFF		Dean Walton	UA	X
Laurie Graham	EHS	X	Lynn Alvarez	Housing		Debra McLaughlin	UHS	
Haily Griffith	EHS	X	J R Frankfurt	Housing		Ashley Dougherty	UOPD	
Jenny Kane	EHS	X	Kyle Harshbarger	OHAZ		Carl Peaster	UOPD	
Nicole Nesser	EHS		Al Dias	PE & REC				
Seth Sponcey	EHS	X	Cody Weaver	PE & REC				
Steve Stuckmeyer	EHS	X	Deb Donning	RISK				
*Fleet Services								
**University Advancement								
Chairperson								
Guests								

INTRODUCTION OF NEW MEMBER: Ruby shared with the committee that we have a new member, Phil Chesbro, who is an alternate member on behalf of CPMF.

INJURY REPORT

The database, Origami Risk, collects all types of incidents at the University of Oregon, so the numbering on the report refers to the numbering system that Origami uses. Since the Safety Advisory Committee only reviews incidents that are associated with an injury, any gap in the numbering on the report references incidents that are not associated with an injury.

Incident 13, DUX Bistro – This incident occurred when an employee had the sharp end of a temperature probe puncture their thumb. Theo asked for more information. Haily asked Kersey to talk about this, since Kersey is the EHS representative on the Food Service (FS) Safety Committee. Kersey explained that this injury is one the FS committee spoke about, and they were confused about this, since the end of the temperature probe is quite dull. Meaning the employee would have had to use significant force to puncture their skin and the FS committee attributed this injury to not having an active mind on task.

Incident 16, EMU – An employee sustained a burn from a compactor and Theo wanted more information. Justin responded and explained that the compactor was getting loaded on to a truck and it had been recently run, so the exhaust was hot. Justin added that the recommendation was appropriate and encouraged the employee to wear gloves.

Incident 26, Millrace 3 – This incident occurred when an employee was struck by a ceiling panel. Haily explained that she worked with Jeff Billington and that this area is one that has drop ceilings. The panel was put back into place, but there was no cross brace to keep the panel secure, so it fell. Additionally, Haily shared that there have been several incidents where CPFM employees have been called away and have been unable to button up. Theo asked if there were signs and advocated for signs when there is an active job site. Jeff provided the context that it was a User Support Services (USS) employee who had finished their work and submitted a ticket to CPFM get the missing cross brace replaced.

Incident 5, 1600 Millrace Drive – An employee was struck by a tree branch after a UPS vehicle hit the limb. Alonzo asked if the tree had been trimmed. The injured employee called CPFM Work Control Center (WCC) and WCC called Haily. Since the tree is located on City of Eugene property, Haily called the city and it had been fixed by the next morning. There are UO employees (Grounds Crew) who take care of the trees on campus. The injured employee shared a picture of the branch with Haily.

REVIEW MINUTES

The meeting minutes for April 2024 have been approved.

OLD BUSINESS

EHS FOLLOW UP: In the chat, Christina said, “Formally reiterating the request to include column that indicates if the even was followed up on by EHS”. Haily said that this is a conversation that has been happening and, due to how the report is generated, this information would not be on the same report. Dean said since the committee is responsible for oversight, that if there is no column that indicates the response from EHS, then we are in violation of the OAR. Haily asked for clarification since this information is tracked. Dean reiterated that the committee is responsible for oversight, and he does not know where to go to find the information. Haily explained to the committee that we (EHS/Worker’s Compensation) keep a written record of this and that if a manager/supervisor signs a WIR saying that they will take appropriate action in response to the incident, then it is not feasible for EHS to follow up on the 400+ incident reports. Dean stated that the OAR says that the committee needs oversee the follow up on the items and timelines for the response. Debra added that the committee does not need to oversee how somebody does their job but suggests the committee can do an “audit” where they review the follow ups from a few incidents. Laurie commented that she believes that the “you” the regulation refers to is the employer (EHS) and not the committee; therefore, it is the employer (EHS) who is responsible for tracking the follow up/timelines/reviews. Haily shared with the committee that she recognizes when the committee is pushing us on this issue that it is coming from a place to improve and included a link to the regulation ([OAR 437-001-0765](#)). Christina added that OSHA has a question-and-answer advice team to help companies understand regulation language and Haily agreed. Jeffrey asked if Dean was referring to section 8, and Dean said section 6.

UPDATE (04/18): *Christina shared that this conversation is relevant to the role of SAC as an oversight committee and sought an unofficial consultation with OSHA and the result of the unofficial consultation was that the role of the committee and the level of information on the report is not substantial enough to have a productive conversation. Christina said that this relates to the size of the team. Ben agrees that there is a small EHS team and said that there is a separate committee for laboratory safety. Christina said that the committee needs access to the full report. Kersey asked which report Christina is referring to and if that report is the full Workplace Injury*

Report (WIR) that has been completed by the injured employee, which Christina confirmed was the WIR. Haily explained to the committee that EHS has reached out to OSHA consultation.

NOTE: The part of this section that is in italics is the conversation that occurred during “Incident 27 – Justice Bean Hall” that was moved.

UPDATE (05/16): Haily shared that the formal consultation with OR OSHA has been scheduled for Thursday, June 13 and it may take more than one meeting to answer the question.

LITHIUM BATTERY FIRES: Dean asked if there have been any fires on campus related to lithium batteries and if there has been any discussion on a “Bring in your Dead Batteries” Day. Ben responded that the UO Fire Marshall have been looking into this issue for the batteries and bikes.

UPDATE (05/16): Haily shared with the committee that we are working on a safety sheet for lithium batteries.

SAFETY ADVISORY COMMITTEE CHARTER REVIEW AND CHAIRPERSON ELECTION: Haily shared that we will be reviewing the SAC charter in our January meeting. Christina asked about the process for electing a chairperson and Haily explained the process is outlined in the charter. Kersey will be attaching a copy of the charter to the email for our January 2024 meeting.

UPDATE (01/18): Ruby discussed the purpose of the Safety Advisory Committee and asked the committee for feedback and explained that we are taking nominations for the chairperson. The chairperson will be elected in February. Theo has submitted a nomination for themselves.

UPDATE (02/15): Haily shared that we are looking for 5-6 members from the SAC to review and update the charter. Brittany and Theo volunteered. Somethings that will be reviewed include the list of membership (to expand to include new UO Student Workers Union [UOSW]), the time commitment of SAC, and clarify the voting members. Ruby added that we will be postponing the election of a new chairperson until after our March 2024 meeting.

UPDATE (03/21): Theo, Ruby, Brittany, Haily, and Kersey worked together to revise the charter and have created a draft to present to the committee. Some of the main changes include updating the format to match EHS written programs, the addition of the new University of Oregon Student Workers (UOSW) union, adding language around being a welcoming and inclusive environment for all UO employees, and asking for a two-year commitment. Christina said that a two-year commitment would be difficult for undergraduate and graduate employees, and Haily said that we recognized that and added a more robust statement about flexibility and moved to a calendar year instead of an academic year to be more inclusive. To help the incoming chair feel more supported, we added an overlap of incoming and outgoing chair to help the incoming feel more supported. There was clarification in the language about EHS’ responsibility. Cody asked about committee responsibilities (Section B) line 1, (Section C), line 3, electing a chairperson every two years. This is a typo, and it should be every two years. Haily shared that to finalize the charter, please send your edits to Kersey. There is outreach happening by Kersey, Brittany, Ruby, and Haily to help cover the gaps in membership, which includes clarifying who is the primary and alternate member for the representative.

At this moment, the timeline is:

April: Finalize membership and adopt/revise charter.

May: Elect incoming chairperson.

June: There is an overlap of incoming and current chairperson

July: The incoming chairperson has been fully onboarded and assumes chairperson responsibilities as outlined in the charter.

Dean has a concern about Section 3, line-item D of the charter regarding the OAR and this relates to section 6 of the regulation, which is the same issue as before. Please see EHS Follow Up for the full concern.

UPDATE (04/18): Ruby called the voting members of the committee to vote on approving the revisions to the SAC Charter. The voting members voted “yes”.

UPDATE (05/16): During this meeting, the voting members of the committee elected who will serve as the chairperson for the next two years, beginning in July 2024. There were two members running, Ruby Thompson and Theodora Thompson. The [Safety Advisory Committee Charter](#) outlines the representing entities that constitute the voting members and their alternates. To meet quorum and have the necessary numbers to vote, there needed to be 9 members capable of voting present. Of the 31 members present, 11 had been designated by their representing entity with the authority to vote, so the committee had met quorum and proceeded to vote. 8 voted for Ruby Thompson and 3 voted for Theodora Ko Thompson. After the votes had been counted, Kersey sent an email to the committee congratulating Ruby Thompson as the newly elected chairperson.

LAMP BASES IN NORTH CPFM NORTH PARKING LOT: Gary requested that new lamp bases in the north CPFM parking lot should be painted yellow to increase visibility. Haily agrees that it is a good suggestion and believes that we can make a safety recommendation about it and put it in the call log.

UPDATE (04/18): Haily provided the update that the lamp bases have been painted and Gary shared his appreciation.

NOTE: This item has been resolved and will be removed from the minutes.

BUILDING INSPECTION – CLINICAL SERVICES BUILDING: Ruby announced that our first quarter building inspection will be at 1:00 p.m. on March 21 at Clinical Service Building. Haily reminded the committee that there is no experience necessary to join the inspection. Steven asked about how the Building Inspection work. Haily explained that there will be representatives from the Occupational Health and Safety Team. We will split into groups and ensure that each group has a member of the Occupational Health and Safety Team, then each group will inspect a certain part of the building. Once the inspection is over, Kersey takes the issues and generates the report.

UPDATE (03/21): Ruby announced that the location of the building inspection has changed from Clinical Services Building to Lokey Education A, B, and C, but the date and time have not changed. The inspection will occur on Thursday, March 21 from 1:00 p.m. to 2:00 p.m. Kersey has included screenshots of the map to show where Lokey Education is and where we will be meeting.

UPDATE (04/18): Kersey provided a summary to the committee of the findings from the building inspection. Some of the common items found were space heaters that were not the CPFM approved and bookshelves that were not secured to the wall. There were several safety concerns that were acted upon during the inspection, which included, unplugging appliances that have heating elements from power strips, unplugging space heaters from power strip, locking ladders using existing chains, and tagging out a space heater that poses a fire hazard. Additionally, Kersey added that there was an item that was raised by one of the groups of not being able to access a room and during her follow up Kersey found that the door was to a room where the elevator equipment is housed and that only those who have the proper certifications to work on elevator equipment have that key. Since this is a safety feature working as intended, this was not included on the report. Dean shared that during his inspection with Justin they found an employee who seemed to have a data/mechanical room as an office and wondered why that was not on the report. Kersey shared where that was on the report and explained that in the email she sends to the building/space managers she mentioned it too.

NOTE: This item has been resolved and will be removed from the minutes.

DISTRACTED DRIVING AWARENESS MONTH: Since April is Distracted Driving Awareness Month, on behalf of Lisa Taylor, Kersey shared a video from SAIF. The link can be found [here](#).

NOTE: This was an information share and will be removed from the minutes.

INJURY REPORTING PORTAL: Tiffany shared with the committee that Worker's Compensation team has created a new portal for injury reporting form and that it is mobile and desktop friendly. Tiffany provided a summary in the chat, which is here, "There is a new webform for reporting workplace injuries: <https://safety.uoregon.edu/injury-reporting-portal>. If you have any questions or need assistance, please reach out to the Work Injury team, workinjury@uoregon.edu. To learn more about injury reporting please see our Injury Reporting page: <https://safety.uoregon.edu/injury-reporting>. Thank you for your help in keeping our workplace safe. Please feel free to share this new injury reporting link with others!"

Julie raised the concern that not all employees have the access to complete an electronic form. Tiffany explained that the pdf versions are still available and said that it may be more efficient to use this portal but emphasized that employees will have a form that works with their access to technology.

NOTE: This was an information share and will be removed from the minutes.

SAFETY RESOURCE HUB: Haily shared that SRS is trying to make finding information easier and has created an online resource hub, which can be found [here](#).

NOTE: This was an information share and will be removed from the minutes.

HELMETS AND E-SCOOTERS: This is an ongoing concern and will remain on the meeting minutes.

UPDATE (12/21): Eugene and Superpedestrian's contract is dissolving, so the Superpedestrian scooters will be removed from campus.

UPDATE (01/18): Haily reminded the committee members that if they are using a scooter for a work-related purpose and on work time, that they need to wear a helmet.

UPDATE (02/15): Rhonda shared that Transportation Services has the equipment ready and are working on installing cages at the Millrace Garage and EMU for people to charge their e-Scooters. Krista asked if they will be the only cages on campus and Rhonda explained that those are the only two locations that are actively in progress but imagines that there will be monitoring of campus to see where the needs are highest. Dean asked if you could charge e-Bikes and Rhonda believes that the chargers will work with e-Bikes, but the intent is e-Scooters. Dean asked what the number of personal transportation devices the cages can hold, and Rhonda is uncertain. Ruby shared that people are upset about the bikes and scooters that are charging at Jaqua. Haily reminded the committee that there was recently a fire in a residence hall because of a lithium battery, so she is excited about the progress of the charging cages.

NEW BUSINESS

EPA BAN: In the chat, Theo mentioned an article about an EPA ban for paint strippers and asked what the process is when this type of information is released. Steve explained that this chemical is a solvent that is used in various products and the ban focuses on the sale and manufacturing. There are used of this solvent that are allowed and provided the example of laboratory research and they are not subject to the ban. There will not be any information from OSHA, since the ban is from the EPA which is a different regulatory agency. Steve added that it may be a good idea to evaluate any paint strippers you may have for personal use.

REMINDER OF WASTE DISPOSAL – Seth explained that there were bottles found in the back 40 (an area on the north side of Franklin BLVD that is adjacent to the Central Power Station) and one of the bottles was leaking and the others were full. This product is flammable and corrosive. Seth asked that if there are products that members of the committee are not sure of how to dispose, then to contact himself (ssponcey@uoregon.edu) or Ben (bythell@uoregon.edu). In the chat, Haily shared the link to the contact information for the [Hazardous Materials Group](#) and Steve shared the link for the [portal to request hazardous waste pick up](#). It was shared with the committee that incompatible materials have started fires on campus before. Theo asked what type of product it was, and Kersey said that it was a graffiti remover.

BUILDING INSPECTION – KNIGHT LIBRARY: Ruby announced to the committee that the June Building Inspection will happen at 1:00 p.m. on Thursday, June 13 at the Knight Library. EHS has been working with GIS/LIL to develop an app that we can use for the inspection, which should have a trial version prepared by June. Kersey will be sending a calendar invite to the committee after this meeting is over.

SAC CHARTER ON SAC WEBPAGE: Kersey shared with the committee that since the SAC Charter has been approved, it has been posed on the [SAC webpage](#).

RISK MATRIX SUMMARY: The new application that GIS/LIL is developing allows for the concerns to be ranked based off level of concern, which uses the risk matrix for that ranking. As such, Haily gave a brief explanation of the Risk Matrix, which uses the likelihood of an event happening compared to the severity of an event should it happen. An event that it likely to happen and if it happens will be severe, would get a ranking of 1. An event that it unlikely to happen and will not be severe, will get a ranking of 3. Haily encouraged committee participation in the building inspection.

REMINDER OF COMMENCEMENT: Kersey reminded the committee that commencement will happen on Monday, June 17 and that there will be additional traffic in Eugene/UO and other impacts on campus. GIS/LIL has a [commencement map layer](#) that shows the location of different commencement events.

REMINDER OF OLYMPIC TRAILS: Ruby shared that we will see similar campus impacts during the Olympic Trials, which are scheduled for Friday, June 21 – Wednesday June 30. Rhonda explained that the Transportation Services website has a map that covers what parking lots will be open during the Olympic Trials. The link to the map can be found [here](#).

ENCAMPMENT AND COMMENCEMENT: With Commencement approaching, Jeffrey wanted to know there is a safety plan should they overlap. Haily explained that there is an Incident Management Team that is engaged with the encampment and does not expect there to be any changes with the current communication. Related, Haily said that the priorities have always been on the safety and wellbeing of employees, students, environment, and campus and they will not shift. Steve added that there are many individuals that are working on these issues and ensuring that the encampment is safe and the disruption to campus is a minimal as possible.

JUNE SAFETY TRAINING: Justin gave an overview of the safety trainings that are scheduled to happen in June.

June Safety Training (In Person):

Heat Illness Prevention – (required for all employees, with a few exceptions)

Thursday, June 6th 9:00 – 10:00 am or Tuesday, June 11th 1:00 – 2:00 pm

1715 Franklin Building, EOC, Rm 271

Instructor: Haily Griffith

Sign up [HERE](#)!

Hand Injury Prevention – (best practices and safety measures to prevent hand injuries, very helpful around student move out time and commencement)

Thursday, June 6th 8:00 – 9:00 am or Wednesday, June 12th 1:00 – 2:00 pm

1715 Franklin Building, EOC, Rm 271

Instructor: Justin Zunker

Sign up [HERE](#)!

June Safety Sheets (For Department Use):

Week 1: [Fire \(English\)](#)

Week 2: [Injury Reporting \(English\)](#)

[Injury Reporting \(Spanish\)](#)

Week 3: [Building Safety Culture \(English\)](#)
[Building Safety Culture \(Spanish\)](#)

Week 4: [Active Threat \(English\)](#)

[Heat Illness Prevention](#)

[Heat Illness Prevention \(Spanish\)](#)

[Heat Illness Regulations](#)

[Heat Illness Regulations \(Spanish\)](#)

<https://safety.uoregon.edu/working-and-heat-stress>