



UO Safety Advisory Committee

Meeting Date: April 18, 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								

Haily shared with the committee that there has been an update to the visual aspect to the incident report, so it includes a number and that Tiffany accomplished this by learning a new type of coding. Since this committee only discusses incidents that involve injuries, there will be gaps in the numbering. These gaps refer to incidents that do not involve injury, an example being vehicle vandalism. Dean requested that there be a statement on this report that indicates why there is a gap. Kersey provided the suggestion that she can place a statement in her meeting minute template that would address this.

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 17 – Franklin Parking Lot: This incident occurred when an employee stepped out of a van and sustained an injury. Alonzo wanted more information about this since it has been a while since they received their training and wanted to know if there is training information about how to get safely in and out of a van. Haily responded by explaining that she is unaware of a general training about it but knows that Zero Waste and UOPD have elements of their training that include it. Justin mentioned the Accident Review Board (ARB) and how they review incidents related vehicles on campus. Christina asked for more information about the differences between the ARB and SAC, which Ruby explained that SAC is a broader committee that focuses on incidents/injuries for campus as a whole and ARB has a much narrower focus with incidents that involve vehicles. Additionally, Ruby explained that she is working with campus to compile the types of vehicles on campus.

Incident 20 – Ferry Street Bridge: Theo requested more information about this injury. Haily explained both the passenger and the driver were UO employees on work-related business and the passenger sustained the injury, but the follow up was for the driver

Incident 21 – 1715 Franklin: Theo asked for more information about the recommendations made on the injury report, which said, “No employer preventative measures suggested”. Tiffany explained that this was the recommendation the employee and supervisor made, since this incident occurred when the employee was making tea during their break and burned their hand.

Incident 27 – Justice Bean Hall: Julie asked about if bleach is an approved chemical and if it is one allowed on campus and added that EC Cares, due to the concerns about safety, does not recommend using it. Haily explained that EHS works with department to review the chemicals being used and that we have developed trainings with the units. In addition, Haily and the Environmental Compliance Manager, Kim Singleton, met with Housing to review the products being used and how to safely handle and dispose of the products. Julie asked how this information will be disseminated, particularly to new employees, once finished. Haily explained that the trainings EHS has developed with campus partners can be used in new employee orientation/trainings. Theo asked if there is a campus-wide list that contains all the products used on campus. Steve responded by explaining that a list of the chemicals used at the University are highly dependent on the work area and the needs of the product and how the product is used. Due to the high variety of products used, a comprehensive list is not practical. Theo asked if there is a list of the products under review and added that it would be good for them to know what products are being looked at. Ben reiterated Steve’s point about the practicality of having a comprehensive list. Haily stated that there will not be a list for the University of Oregon that outlines the specific chemicals that are used in each work area and there is not a list that indicates “approved” or “not approved”. Julie asked if there is an obligation to have department specific chemical lists and employees knowing how to access those lists. Also, Julie added that if there are chemicals that are prohibited by the University, then new employees should know how to access it. Steve explained that other than chemicals where a license is needed to purchase them (pesticides, for example) or a chemical that is regulated by an agency, those controls would happen in unit. Haily commented that this is the Safety Advisory Committee for the University of Oregon, but there are committees that have a narrower focus to support specific areas. Haily provided the examples of the Safety Through Employee Participation (STEP) Committee for Campus Planning and Facilities Management (CPFM), Food Service Safety Committee, Accident Review Board (ARB), Laboratory Safety Advisory Committee (LSAC), and the EC Cares Safety Committee. Dean asked how those committees are appointed and if they are mandated by OSHA, which Haily said that they are voluntarily appointed and EHS collaborates with the units to create a committee for those areas with their employees. Dean responded that this is a mandated committee by a government authority to provide oversight. Christina added that OSHA would ask if those committees included people who work in the area and that is the spirit of the law and that it sounds like it happens for the Food Service Safety Committee. Alonzo wondered if the employee who



grabbed the bleach was somebody who was trained to clean with it. Haily said that she was uncertain and asked if Tiffany had more information. Tiffany provided the context that this was a temporary employee who was in a custodial role.

NOTE: Part of the conversation for this incident was about the items that pertain to the ongoing discussion for “EHS Follow Up”. For continuity, that part of the conversation has been moved to “EHS FOLLOW UP”. To read what was discussed, please see the section below.

REVIEW MINUTES

The March 2024 meeting minutes were 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.

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



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.

SAIF RESOURCE FOR FENTANYL: Haily shared a resource for an occupational exposure of fentanyl at work that was sent to us by SAIF ([LINK](#)).

UPDATE (10/19): Haily informed the committee that Debra has been collaborating with a pharmacist at UHS for them to provide a Narcan training. The dates have not been finalized.

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.

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”.

POST-INCIDENT REPORTING CHART: Haily shared the post-incident reporting chart with the committee. The chart covers how incident reporting works based on the person’s affiliation to the university. Justin reminded the members of the committee that it is important to report all incidents. A link to the chart can be found [here](#).

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 CPMF 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.

GOLF CART MAP: The golf cart map has been updated and can be found [here](#).

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



NEW BUSINESS

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](#).

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.

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](#).

MAY SAFETY TRAININGS: Justin provided a summary of the safety trainings that are happening in May.

Aerial Lifts + Fall Protection

Wednesday, April 19th
1715 Franklin Building, Rm 271

[Aerial Lifts](#) – 8:00-9:00am
[Fall Protection](#) 9:00-10:30am

May Safety Training (In Person):

Ladder Safety
Tuesday, May 7th 8:00-9:00am, Thursday, May 16th 1:00-2:00pm
1715 Franklin Building, Rm 271
Instructor: Justin Zunker
Sign up [HERE](#)

Material Handling (Support for People Who Lift, Carry, Push, Pull, and Stack)
Tuesday, May 7th 9:00-10:00am, Tuesday, May 14th 1:00-2:00pm
1715 Franklin Building, Rm 271
Instructor: Michelle Gillette and Kersey Bars
Sign up [HERE](#)