



UO Safety Advisory Committee

Meeting Date: June 27, 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		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	
Jeffrey Billington	CoD	X	Mike Barr	EMU		Chris McLaughlin	SEIU	
Kevin Farthing	CPFM		David Flock	EMU	X	Theodora Ko Thompson	SEIU	X
Brad Johnson	CPFM		Wade Young-Jelinek	EMU	X	Ruby Thompson	SEIU	X
Michael Philly	CPFM		Steven Harris	FS*	X	Alonzo Costilla	Teamsters	
Julie Quelch	EC Cares	X	Christina Cauley	GTFF	X	David Catherwood	Teamsters	
Kersey Bars	EHS	X	Errol Kaylor	GTFF		Rhonda Reed	TS	X
Ben Bythell	EHS	X	Leslie Selcer	GTFF		Shawn Kahl	UA**	
Laurie Graham	EHS	X	Lynn Alvarez	Housing		Kate Mills	UA	
Haily Griffith	EHS	X	J R Frankfurt	Housing	X	Dean Walton	UA	X
Jenny Kane	EHS	X	Kyle Harshbarger	OHAZ		Debra McLaughlin	UHS	X
Nicole Nesser	EHS	X	Al Dias	PE & REC		Ashley Dougherty	UOPD	
Seth Sponcey	EHS	X	Cody Weaver	PE & REC		Carl Peaster	UOPD	
Steve Stuckmeyer	EHS		Deb Donning	RISK				
*Fleet Services								
**University Advancement								
Chairperson								
Guests								

ANNOUNCEMENT OF NEW MEMBER: Ruby announced that Kate Mills will be joining the Safety Advisory Committee as one of the primary representatives for United Academics.

INJURY REPORT

INCIDENT 9 – KLAMATH 112B: This incident occurred when an employee received a cut on their hand due to a sharp edge on a stall door. Haily shared her appreciation that the injured employee did something to mitigate the hazard (putting tape over the edge) and reported it to get the hazard fixed (requested to have the holes sanded down).

INCIDENT 18 – ZERO WASTE QUONSET EXTERIOR: Haily shared with the committee that EHS has a safety sheet for lift gates, which can be found [here](#).

INCIDENT 26 – HAYWARD FIELD: An employee was cutting zip ties with a leather man and their finger was cut. Dean wonders if there is a tool, like a seam ripper, that an employee can use if there are many zip ties that need to be cut.



Wade shared that they find it effective to use a pair of diagonal pliers and twist the zip ties to break them. Justin added that he performed the follow up for this and shared the [Utility Knife safety sheet](#). In the chat, Christina put the [link](#) for the Klever Xchange. Justin shared the [link](#) to the box knife that EHS recommends and advocates for employees to use cut gloves. Haily said that if you are a unit that uses box knives, then please contact Justin for additional safety information.

INCIDENT 31 – PNW MAIN DISH ROOM: An employee had two fingers cut when the blade from the Robot Coupe they were cleaning fell. Christina asked what a Robot Coupe is, and Tiffany responded that it was a food processor and Haily explained that it was an industrial food processor.

WASTE REMOVAL INJURIES: Julie shared that there are several injuries regarding the removal, specifically back strains, and wants to know if there is a tool that can be purchased or a modification in the equipment used. Haily shared that EHS works closely with our CPMF custodial to try and reduce the instances of these types of injury, both through training and by exchanging equipment. For example, the style of trash can was changed to one that prevents them from being over filled. Another example that Haily provided was the training advises to stop by the heavily used trash cans and tying off the trash and putting an empty bag on top to reduce the weight of the bag, tilting the trash can to break the vacuum seal and to reduce the physical strain from removing the bag. Christina asked how frequently custodians are required to attend safety refreshers. Kersey said that EHS meets with the custodial shifts monthly to discuss specific safety topics and that the ergonomic/lifting training happens annually. Also, there is a training that has similar information about material handling that is online, so custodians (and all who lift, carry, push, pull and stack) can take it when hired. Theo asked how the training is conducted (in person) and does the training include the participants doing the techniques. Kersey said that the monthly training and the ergonomic training occur in person and that custodians are encouraged to join the demonstrations of the techniques. Theo asked if EHS brings heavy objects to the training to evaluate employee's lifting form and provide modifications. Kersey explained that, no, EHS does not bring heavy objects to the training and make people lift them. Instead, EHS teaches employees to test the load first to gauge the weight and find out if it is too heavy for them. If the weight is too heavy, then employees are encouraged to contact their supervisor, lead, or coordinator for help.

REVIEW MINUTES

The minutes for May 2024 were approved contingent upon a clarification to the "EHS FOLLOW UP" item.

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.

UPDATE (06/18): Christina provided the clarification that she did not say that the committee needs the WIR, that the committee needs the information on the follow up done by EHS and the date. Kersey asked which date Christina was referring to and Christina said the date which the response was implemented. Haily provided the update that there was a productive meeting with the OSHA Consultation Officer. The meeting included representatives from supplementary safety committees. The report that the OSHA Consultation Officer sent, which Haily will be sharing with the committee, said that we are compliant with the regulation.

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.

NOTE: This has been resolved 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.



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 anu 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.

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

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.

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

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](#).

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

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.

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

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.

NOTE: Since commencement has concluded, this item is resolved and will be removed from the minutes.

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](#).

NOTE: Since the Olympic Trials have concluded, this item is resolved and will be removed from the minutes.

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.

NOTE: Since the encampment has concluded, this item is resolved and will be removed from the minutes.



NEW BUSINESS

HEAT WORK IN THE KITCHEN: Theo asked about the heat protections in the training. Haily explained that there is an exemption in the Heat Illness Regulation that accounts for work when the heat exposure is due to the work process and encouraged members of the committee to take the [Heat Illness Prevention](#) online training. Also, Haily shared that EHS has an online version of our [Wildfire Smoke Safety](#) training and encouraged members of the committee to take the training even if they are exempt from the regulation.

INCIDENT INVESTIGATION TRAINING: Kersey shared with the committee that Jeff Pfiefer, Senior Safety Management Consultant with SAIF, will be presenting an Incident Investigation Training during our regularly scheduled meeting in August. This meeting will be in person at 1715 Franklin, in room 271. The duration will be extended by 15 minutes, the first 15 will be an abridged meeting and the remaining hour will be the training. Kersey is going to update the meeting invite. Since this meeting will be catered, please RSVP so Kersey can get an accurate count for Catering.

CHANGES IN STAFFING FOR RISK AND LIABILITY: Ruby shared with the committee that Deb Donning is retiring. Lisa Taylor has been hired as the Director of Risk Management and Insurance.

WORKER'S COMPENSATION 101 TRAINING: Tiffany shared with the committee,

“Workers' Compensation 101: July 30, 11:00 a.m.-noon via Zoom

Safety and Risk Services presents this session for supervisors, HR partners, and administrative staff. It will cover workplace injury reporting, the claim process, and how to support employees. There will be a networking opportunity and a few surprise giveaways! Link to register: <https://uomytrack.pageuppeople.com/learning/3841>”

FINANCIAL SUPPORT FOR THE SAC: Ruby shared with the committee that Safety and Risk Services has awarded \$1500 to the Safety Advisory Committee to use for any safety related item. This award is for the 2025 fiscal year. Some examples that the money can be used for are bringing in a speaker, hosting a training, renting a room to provide a space for campus to meet with their safety team/safety committee, etc. The \$1500 does not have to be spent on one item, it can be used for multiple things. Kersey will post a link in the chat to a Microsoft form for all members of the committee to submit ideas for what SAC can use the money for. We are asking that SAC create a subcommittee of 3-5 people to review the submissions and present the ones they believe to be the most impactful for SAC to vote on. The goal is to have the ideas chosen by the subcommittee to be presented at the September meeting.

JULY SAFETY TRAINING

July Safety Training (In Person):

Radiofrequency (RF) Awareness – (required for employees who do work near radiofrequency energy sources such as transmitters and/or receivers)

Wednesday, July 10th 8:00 – 9:00 am or Tuesday, July 16th 1:00 – 2:00 pm

1715 Franklin Building, EOC, Rm 271

Instructor: Justin Zunker

Sign up [HERE!](#)

Wildfire Smoke Safety– (required for employees, with a few exceptions, more information [HERE](#))

Wednesday, July 10th 9:00 – 10:00 am or Thursday, July 18th 1:00 – 2:00 pm

1715 Franklin Building, EOC, Rm 271

Instructor: Haily Griffith

Sign up [HERE!](#)



July Safety Sheets (For Department Use):

Week 1: [Wildfire Smoke Safety](#)

[Wildfire Smoke Safety \(Spanish\)](#)

Week 2: [Cleaning Wipes](#)

Week 3: [Safety Shoes](#)

Week 4: [Eye and Face Protection](#)

[Heat Illness Prevention](#)

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

[Heat Illness Regulations](#)

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

Dean asked if students could attend the trainings. Wade asked if they are student employees. Haily shared that, when it comes to training, that student staff are treated the same as non-student staff, and if there is a training that is required for the type of work performed, then they are required to take it. Haily added that if there is a non-employee who is interested in taking one of our trainings to email her, as there is a process for non-employees and requests that they do not sign the sign-in sheet, since it will confuse the person who tracks training attendance. Justin asked if Dean wanted the students to attend Radiofrequency training, which Dean confirmed. Christina added that there have been issues with accessing the training and Haily responded saying that there are ways for EHS to share training information when there are access issues.

SAFETY CONCERNS: Haily shared with the committee that EHS is always available to help and encourages people to reach out with their questions and concerns. Employees have the right to call OSHA with their concerns, which did happen. OSHA was called regarding materials that were being stored in a metal storage container and we are under investigation. At this time, Haily does not have additional information.

BUILDING INSPECTIONS FOR SATELLITE CAMPUSES: Dean wants to know more information about how the building inspections are performed at the remote campuses. Haily shared that EHS travels to the satellite campuses as frequently as possible and when one part of EHS goes to a remote campus, they pass along any information or materials from the other parts. Dean clarified that with EHS traveling to the remote campuses that it satisfies the OSHA regulation, which Haily confirmed. Dean proposed the idea calendar that shows when the buildings are inspected, so committee members can see when and where the inspections are happening. Haily shared that she wants to have a representative from the remote campuses and that EHS has been performing outreach to try and get more participation from the campuses.