



UO Safety Advisory Committee

Meeting Date: March 21, 2024

Attendees ("X" indicates meeting attendance):

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

NEW MEMBER INTRODUCTION: Ruby introduced the new members joining the SAC.

Alonzo Costilla who will be representing Teamsters as a primary member

David Catherwood who will be representing Teamsters as an alternate member.

REOCCURRING GUEST: Kersey shared with the committee that Cami Thompson, who is the new Emergency Risk Management Project Manager will be a reoccurring guest on the Safety Advisory Committee.

INCIDENT REPORT

Numbering Incident Report: Dean requested that the incident report is numbered because it is easier to identify. Theo added that the numbers are easier for her too. Haily explained to the committee that when the previous reports had numbers, it was because somebody manually entered them that way as the system does not generate a numbered report. Tiffany added that this is something she is working on and will figure out a way to do it.



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.

02/20/2024 – Erb Memorial Union (EMU), Freight Elevator: David asked if the person at the EMU had received training and Haily explained that the employee had received initial training and they (employee) admitted they were rushing and were not following the procedure. Additionally, there was follow up training. The elevator was operating as designed, so this was user error.

02/07/2024 – Clinical Services Building (CSB) 155 – Theo asked what the acronym “CSB” stood for and what type of activities happened in the building. Haily explained that it is Clinical Services Building and is located at the corner of Alder Street and E 18TH Ave. Laurie added that Theo asked what CSB was, Haily explained that it is Clinical Services Building, and it is over at the corner of Alder and 18th and that there are often children in the building. Laurie added that they do some counseling in there.

02/14/2024 – Klamath Hall 275 - Dean requested more information about the centrifuge, more specifically the weight of the lid and if there is any concern about the lid crushing their hand. Laurie added that the Laboratory Safety Team did a follow up and that the mechanism is working correctly, and the person lifted the lid away from them instead of towards them. Dean advised that more follow up should happen, since he is not comfortable with the idea that somebody could get hurt this way in the future. Pascale added that the centrifuge is accessible from the side, which allowed the latch to hit them. Christina asked if there is a way to latch the lid when loading. Pascale explained that they were in a hurry and the lid was not open all the way. Ben agreed with Pascale and added that if you open the lid beyond 90 degrees, then gravity keeps the lid safe. Laurie explained that if the lid is not opened correctly, then the latch mechanism does not engage, and that it was a result of user error and the employee admitted that it was due to user error.

Incident Process: Alonzo asked for more information about the process and recommendations incident reporting and incident follow up. Haily explained that after an incident happens the employee and the supervisor work together to fill out the report and provide a recommendation for a way to improve the situation/process or what needs to happen to prevent the incident from happening in the future.



02/23/2024 – Yoncalla 2 Lane Highway - David asked about the last injury and requested an update. Haily shared that there was no injury, and that the employee was tired and sideswiped another vehicle. The other vehicle did pull over but did not provide their information. The employee recognized that they needed to sleep, so they pulled over and took a nap. Justin added that you can still file an injury report even if you are not injured.

REVIEW MINUTES

Dean requested that building acronyms be spelled out; Kersey will make that change going forward.

The minutes for February 2024 have been approved.

OLD BUSINESS

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.

BUILDING INSPECTION – CONDON HALL: There was a call for recommendations for the next building inspection with a deadline of Friday, October 20 at 5:00 p.m.

UPDATE (11/16): Ruby announced we would be inspecting Condon Hall.

UPDATE (01/18): The building inspection for Condon Hall occurred on 12/19. Kersey provided a summary of the common issues that we noticed, including unapproved space heaters, daisy chained power strips, appliances with heating elements not being plugged into walls, e-bikes and e-scooters in buildings, and non-service animals in the buildings. Gary shared that previously the electrical shop would inspect all devices before they were approved for use and Haily said we would discuss it with the safety committee for CPFM. Shawn expressed the sentiment that it is difficult to "enforce" some of the safety concerns, because there is no policy to back them. Christina agreed and added that there needs to be a balance between access, need, and policy.

NOTE: This will be removed from the minutes.



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.

YEAR END REPORT: Haily created a year-end report, and it will be shared after the meeting. This report to address the conversations that have been had about having a greater understanding of injuries on campus, the nature and mechanisms of injuries, their rates, the body parts injured, slip/trip/fall data for 2023 and comparative data for the past few years.

UPDATE (03/21): Christina asked where to find the year-end report and Hail provided a [link](#) in the chat. This item has been resolved and will be removed from the minutes



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.

LIST OF EMERGENCY GENERATORS: Gary thinks that there should be a list of the emergency generators on campus and who is responsible for the fuel and maintenance of the generators. Haily shared that we have that list, since we need to track the fuel on the chance of the spill, but not the information for the contracts. At 1715 Franklin, the generator here has a separate contract due to the nature of this building being the Emergency Operation Center.

UPDATE (02/15): Dean asked for an update on the list and Haily explains that the list already exists and is maintained by the Environmental Manager.

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](#).

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.

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

NEW BUSINESS

Dates for the Olympic Track and Field Trials: Ruby shared with the committee that the Olympic Track and Field Trials will be held at Hayward Field from June 21 through June 30.

April Safety Training:

April Safety Training (In Person):

Fighting Complacency (learn to recognize the factors associated with the mind staying off task and how to protect against them)

Wednesday, April 17th 8:00 – 9:00 am, Wednesday, April 24th 1:00 – 2:00 pm

1715 Franklin Building, Rm 271

Instructor: Haily Griffith

Sign up [HERE](#)

Electrical Safety for Non-Electricians (designed for non-electricians to understand the hazards of working with electricity and how to prevent injuries)

Wednesday, April 17th 9:00 – 10:00 am, Thursday, April 25th 1:00 – 2:00 pm

1715 Franklin Building, Rm 271

Instructor: Justin Zunker



Sign up [HERE](#)

April Safety Sheets (For Department Use):

Week 1: [Shelving Safety](#)

[Shelving Safety \(Spanish\)](#)

Week 2: [Hand Injury Prevention](#)

Week 3: [Responding to Threats](#)

Week 4: [Who Is EHS?](#)

Overnight Storage of e-Scooters: In the chat, Krista stated that, “John Jaqua is now being used as a storage for scooters/bikes overnight and otherwise” and wants to know if this is happening in other places and when the scooter storage areas will be installed. Rhonda, who represents transportation services, was not at the meeting today.

UHS Update: The magnetic fire door system updates have begun and should be finished by Spring. Haily added that if there are areas where members know where the fire doors are being propped, to please let EHS know.

Distracted Driving Awareness Month: Haily shared that next month (April) is Distracted Driving Awareness Month and encouraged members of the committee to share that information with their colleagues.