Date: July 13, 2015

To: Facilities Management Safety Committee

From: Suzanne Miller, Recorder

Re: Facilities Management Safety Committee Meeting – July 9, 2015

Members Present: Lorrie Kinn sub for Beret Amundson, Tony DeRosier, Laura Lott, Robin MacGregor, Suzanne Miller sub for Joy Michalicek, John Sobolik, Chris Stevens, and Derek Viebahn.

Members Absent: Beret Amundson, Chris Breister, Dave Broska, Jeff Carlson, Joshua Carr, Molly Cherro, Keith Johnson, Joy Michalicek, Kerrie Northagen, Shane Peterson, Doug Pihlaja, and Steve Strand.

A thank you was extended for the members that were present.

The minutes from the May Meeting were approved as written.

Injury Summary Review: There were eight reported injuries.

A. An employee was potentially injured doing a lot of heavy lifting of garbage and recycling bins during the Cina Hall move. Future major medical/lost time is anticipated. No worker’s comp. claim has been filed.
   --Plans have been made for future moves to give people moving out more options to dispose of their things.
B. An employee was lifting a bag of garbage from its container and was stuck by a sharp object that was inside the bag, puncturing the middle finger of the right hand. No medical treatment was sought.
   --Train employees on proper ways to remove garbage bags. If injured, make sure the object didn’t have any body fluids on it.
C. Employee claimed injury occurred removing & disposing of trash during housing checkout, caused by excessive twisting and lifting. Injury was in lower back and inner left groin. Employee was instructed to increase frequency of pickup in order to reduce weight, but did not do so. No medical treatment was given, but employee expects work loss and work restrictions.
   --It was suggested we need to work with housing to help with move out.
D. A broom handle broke in half while employee was sweeping, injuring the left hand and palm with a small cut. Employee received minor on-site remedies by employer medical staff. No work loss or restrictions expected.
E. Employee felt pain in lower right back while waxing floor. No medical treatment was given, and no work loss expected.
F. Employee was using stand on fertilizer spreader and hit a number of bumps jarring his right knee causing pain and swelling. Employee received minor clinic/hospital
medical remedies and diagnostic testing. Work loss and work restrictions are expected. EHS met with employee.

**G.** Employee was removing safe from wall when it became loose and possibly caused sprain to left hand and wrist. There was no medical attention given and no work time missed.

**H.** Employee was moving chairs around to clean carpet and injured their lower back. No medical attention was sought.

--Lift training is being planned reemphasizing safety.

**Safety Work Order Reports:** There was one open safety work order. KSC Ballroom has a transition strip that needs repair. This has been an ongoing problem that needs a permanent solution. Chris Stevens will talk to Cindy Claus to have someone find a permanent solution.

**Near Miss Report:** None to report.

**New Business:**

A. There was much discussion about the relevance of the Safety Committee and what could be done to improve its effectiveness. There have been a lot of injuries, with lost work time costing the University a lot of money. It was felt morale is down resulting in employees not being willing to help each other. Custodians don’t all believe they have fair equitable work loads. As for the committee meetings, members don’t attend. There are no ramifications. Members should be meeting with their groups one week before the meeting to gather information to bring to the committee meeting. After the safety committee meeting, they should be going back to their groups to let them know what will be done regarding their concerns. Safety incentive and monthly training was done away with during the budget cuts. Should we think of bringing back ways to reward employees for safety, with a reward program or the safety picnic? Also, how often should the safety committee meet? Are annual inspections effective? The safety culture has to be emphasized and be brought back. **Feedback from employees is needed.**

B. Doug Greenwood’s retirement and the distributions of his duties were discussed. The initial training and administrative tasks involving new hires will be done by Christine Lovejoy. The technical training of a new employee will be done by the senior lead or the supervisor in that area. Confidential bins will now be handled by vendors.

**Safety Issues Addressed by Groups and Concerns for the Committee:**

A. The Plumbing Dept. would like to see a daily gathering to start the day to see if the employees have any safety concerns. Once a week, they would like to see a mandatory meeting to discuss safety.

**Environmental Health and Safety Report:**
A. Of the three back pack vacuum cleaners, two of the batteries had an old fuse and one was melting away. They were fixed after a prompt investigation, and safety information was sent out.

B. Under the main production kitchen there is a dirt crawl space. Food leaks from the drain and gets in the soil and causes odors. Twenty-six cu. yards of soil were taken out and a poly covering was put over the soil.

C. EHS is working with the U return program, providing transitional work to get people promptly back to work.

Meeting adjourned at 3:30 p.m.

Next Safety Committee Meeting is Thursday, September 3, 2015