



Memorandum

Date: July 1, 2009

To: Paul Zingg, President
Cabinet

From: Jody Strong, Chair
Campus Health and Safety Committee

Subject: Campus Health and Safety Committee Annual Report 2008/09

Introduction

This report is submitted in accordance with Executive Memorandum 07-19 that directs that the campus President and Cabinet be provided an annual Campus Health and Safety Committee report.

The Campus Health and Safety Committee (Committee) was established due to new language in the CSUEU bargaining units contract, effective January 2007, requiring a University-wide committee - Executive Memorandum 07-19. The Committee is an advisory committee on matters of health and safety, to increase health and safety awareness among all members of the campus community, and aid in the implementation of health and safety provisions contained in the collective bargaining agreements. The Committee will make recommendations to assist the Department of Environmental Health and Safety in achieving the University's goal of creating a safe environment that is most conducive to the mission of the University.

The mission of the Campus Health and Safety Committee is to address work-related health and safety concerns stemming from working conditions. The Committee may assist the Department of Environmental Health and Safety in its role with the University Public Safety Advisory Committee and the University Police Department with issues that may include both work-related health and safety issues and public safety issues that concern law enforcement.

Campus Health and Safety Committee

Fiscal Year 2008/09 the Campus Health and Safety Committee continued to meet on a quarterly basis. During this fiscal year, the Committee has addressed the following areas.

- Lt. Matthew Hansen with the University Police Department was invited to give a presentation on the establishment of the Emergency Notification System. The Emergency Notification System is maintained by the University and is a service used to contact faculty, staff, and students in the event of an on-campus emergency or crisis situation. During an emergency situation, the notification system notifies 7,500 users. The system contacts the individual by all methods that have been provided in the contact information.
- The Director of Environmental Health and Safety reported on the analytical test results on a 12" beige floor tile located in Butte Hall, Room 531. The tile had wear marks due to the continuous use of a chair on rollers. The findings are 1-2% chrysotile (a less dusty material, dense and non-friable material that forms in metamorphic rock, and is more easily eliminated from the human body) and no yellow mastic. The Department of Environmental Health and Safety conducted an air-sampling for air borne asbestos. Result, no air borne asbestos was detected.

- The Canary Island Pine Cones. The tree is located near the Main Campus Vehicle Bridge and is approximately 20 to 25 years old, grows to be approximately 70 to 80 feet in height, has a 20 foot spread at maturity, and produces 6 inch oval to oblong brown cones. In the spring, after the cones have matured and the seeds have dropped making the cones lighter, the cones drop falling on the pedestrian walkway near the vehicle bridge. The Committee discussed the possibility of a pedestrian getting seriously injured by a falling cone. As of this date, there are no reports of anyone being hit or injured by a falling cone.

Facilities, Management, and Services (FMS) placed barricades around the area, with signs “KEEP CLEAR”. The barricades remained in place until after the cones had dropped.

FMS received two (2) quotes from Richard’s Tree Services, the contracted arborist, on the removal of the cones or tree. The first quote for \$800.00 was for the removal of the existing cones which would be a temporary solution. The second quote for \$1,900.00 was for the removal of the entire tree. Removing the entire tree presents challenges by removing a perfectly healthy pine tree.

It was the consensus of the Committee that perhaps the issue be addressed by the Cabinet to determine if further action is required. Should an incident occur, the Committee will reevaluate the issue.

- Campus Vehicles Parking in Designated Disabled Parking. The Director of Environmental Health and Safety advised that all vehicles should park within designated parking stalls, and should not be driven or parked on pedestrian walkways, campus sidewalks, or service roads without prior authorization. All vehicles shall not exceed 5 miles per hour while driving on-campus or parking lots. He also advised that staff or students utilizing a handicap parking space must display a handicapped parking placard or display a temporary disabled parking permit. He also advised parking issues are addressed at the Public Safety Committee or Transportation Committee.

- Moonlight Safety Walk. On October 13th the 4th Annual Moonlight Safety Walk was conducted. The Walk begins at 7:30 p.m. and ends at approximately 9:00 p.m. Approximately 35 participants are divided into four (4) teams to walk throughout the Campus to identify safety hazards, such as lights that are out, overgrown brush, and testing of the Blue Light Phones. The Committee addressed inadequate lighting between Sylvester’s Café and Holt Hall; low level lighting between Kendall and Trinity Halls and at the northeast corner of Glenn Hall; installing a Blue Light Phone between Kendall and Trinity Halls; and an outside light at Butte Station and the Golf Shed. These locations were addressed as areas of concern for faculty, staff, and students walking in these areas during evening hours.

- Unsafe Striping on Main Stairs in the Student Services Building. The first three (3) steps of the main stairway, located by the Admissions Desk in the Main Lobby, does not have a handrail and the safety strips on the steps are not clearly visible as they are the same color as the steps, making it difficult to identify the edge of the step when ascending and descending. Result: FMS repainted the safety strips a different color and are highly visible.

- The Director reported that EH&S has a confidential/concern telephone line, 1-877-TELL EHS (835-5347). This number is for CSU, Chico faculty, staff, and students to voice a health or safety concern on-campus. The caller will be able to leave an anonymous message, or if they wish, they can provide their name and contact number, and EH&S will be glad to follow-up with the caller.

- The Director reported there are significant changes in the New Executive Order 1039. Campus deans and department chairs are responsible in promoting healthy and safe classrooms and evaluate the need for student health and safety training such as personal protective equipment; safety glasses; exposure to biological, chemical, and/or physical hazards; and documentation of training.

The Department of Environmental Health and Safety Web Based Training/Learning Management System (LMS) meets the needs of the University by being able to allow management and supervisors to deliver, automatically track, and receive detailed documentation of employee training of compliant driven requirements. The LMS has increased its ability to serve faculty, staff, and students by adding courses

from Staff Development, the Center for Excellence in Learning and Teaching, Faculty and Staff Assistance, University Police, and Risk Management. The Department of EH&S worked diligently with instructors and the Departments offering training to allow FERP'ed, retired faculty and even the dependents of employees to register for courses online.

- Discussion on Effect on Repetitive Stress Injuries Due to Working 10-Hour Days. Beginning June 1st through August 14th the new 4/10 summer hours will be implemented. Union members have expressed concerns regarding the possibility of repetitive stress injuries, heat illness, ergonomics, fatigue, etc., during the summer work schedule.

The Director reported that EH&S performs office ergonomic evaluations of work stations. On the EH&S website, under "Links", is information on ladder safety, safe lifting techniques, personal protective clothing, and ergonomic safety tips; under "Training" list the various categories of safety videos and brochures available to departments and employees; and under "Health and Safety", "Illness Prevention Plan", is the supplemental "Heat Illness Prevention Plan."

- At the beginning of each year the Department of Environmental Health and Safety announces to the Campus Community that nominations are being accepted for the Staff Safety Award. In April 2009, the Committee selected Caroline Coykendall as the 2008 Staff Safety Award recipient. On May 1, 2009, the Award was presented to Ms. Coykendall at the University Housing and Food Services Maintenance Shop.

On June 10, 2008, Ms. Coykendall observed smoke coming from along the sidewalk gutter opposite Konkow Hall, which left undetected, could endanger University property and possibly employees, students, and visitors. Ms. Coykendall enlisted the aid of a colleague and extinguished the flames.

Ms. Coykendall was also nominated for the State Governor's Employee Safety Award that will be announced in October 2009.

- The Director presented EH&S 2004 to 2009 Statistics and charts for accident investigations (workers' compensation), training, ergonomic reviews, building audits, food vending permits, respiratory fit tests, electronic waste, biological, medical, hazardous, and universal waste.
- Each month, training continues to be presented at the New Employee Orientation.

Miscellaneous

The future goals of the Committee and current health and safety projects are:

- Awareness and understanding on safety training and the LMS/Web Based Training
- Move forward with a proactive program to bring the awareness of safety to the campus community
- Ergonomic and safety consideration in the new Wildcat Recreation Center