Date: May 8, 2015

To: CAMPUS HEALTH & SAFETY COMMITTEE

Anita Barker, Intercollegiate Athletics & Recreational Sports
David Buckley, Associated Students
Daniel Currie, SETC
Lauri Evans, Disability Support Services
Robyn Hearne, University Public Safety Committee
Cindy Leonard, Agricultural Teaching & Research Center
Neil Nunn, Facilities Management and Services
Vincent Ornales, California Faculty Association
Phillip Sacksteder, CSUEU
Yvette Streeter, Environmental Health and Safety
Michael Swithenbank, University Police Department
Gloria Torbeck, University Housing and Food Services
Charles Turner, California Faculty Association
Linda Vidovich, Manager, Benefits, and Worker’s Compensation Unit

From: J. Marvin Pratt, Director of Environmental Health and Safety

Subject: Campus Health and Safety Committee Meeting of May 7, 2015

Present: Phillip Sacksteder, Yvette Streeter, Michael Swithenbank, Gloria Torbeck, and Linda Vidovich.


The Campus Health and Safety Committee meeting commenced at 2:00 p.m. in the EOC/Training Room located in Park II, Room 119.

Welcome and Introduction

The meeting was opened by welcoming and introducing the Committee members.

Approval of Minutes – January 23, 2015

The minutes of January 23, 2015, were approved as submitted.
Review of Accidents (January – March 2015)

Mr. Pratt presented to the Committee members a summary of reported accident/injuries from January – March 2015. The summary represented injuries by department; type of accident; and first aide, medical, or informational only. The type of injuries reported were allergic reaction to insect sting; contusions to finger, forehead, forearm, and coccyx; injuries to lower back, neck, hands, knees, arm; and multiple abrasions. Injuries are caused by tripping, bumped into equipment, roller skating, altercation with a suspect.

Mr. Pratt noted a neck and shoulder injury was caused when an employee was standing in an elevator and the elevator dropped a few inches.

Mr. Pratt advised that Facilities Management and Services has hired an outside consultant to review the elevators in Butte and Glenn Halls and Meriam Library. The consultant will review maintenance, identify potential issues, and recommend changes/corrections.

A notice regarding elevator repairs is displayed on the monitors at Butte Hall, Glenn Hall, and Meriam Library.

Review of Inspections

Ms. Streeter presented to the Committee members a report on building inspections and surveys from January – April 2015. The report covered the Surplus Warehouse, Acker Gym, Langdon Hall, Glenn Hall, Siskiyou Hall, Butte and Holt Stations, Creekside, BMU Market Place, WREC, and Shurmer Gym. Findings were removal of a herbicide container from the Warehouse; maintenance of climbing walls; extension cords as permanent power supply; daisy chaining of power strips; improper storage of universal wastes; and spraying of weed killer.

Review of 2014 Staff Safety Award Nominations

Mr. Pratt reported each year the University issues a Staff Safety Award to a staff member or employee group who goes beyond their regular duties in promoting safety and making the work place safer. This could be a single act of safety or a continuous contribution to a safe work environment.

The Department of Environmental Health and Safety received five (5) nominations for the 2014 Staff Safety Award. The nominations are for Wayne Murray, Wildcat Recreation Center; Officer Kolb and Sergeant Bryce, University Police; Mary Smith, Biology; Daniel Pacheco, University Housing and Food Services; and Shelly D'Acquisto, University Housing and Food Services.

It was by majority vote of the Committee members to award Wayne Murray the 2014 Staff Safety Award.

As the Evening Facilities Operations Manager, Mr. Murray has been relentless in maintaining safety procedures and practices at the Wildcat Recreation Center for faculty, staff, and visitors.

- Mr. Murray conducts spring and fall building evacuation drills and insures these drills are performed as successful as possible.
- Mr. Murray coordinates and conducts all simulated emergency response drills for the WREC which includes First Aid, CPR, and AED simulations. These drills have installed a level of confidence in the WREC Staff to handle emergency situations, such as the
incident of 2012 when three student employees applied an AED to the chest of a student, saving his life.

- Mr. Murray’s professional and dedicated approach to equipment safety, procedures, cleaning, and sanitary practices of the WREC equipment used by faculty, staff, and visitors, has given the WREC an outstanding safety record.

**Update on Governor’s Employee Safety Award (GESA) for David Barta**

Mr. Pratt announced that David Barta, the 2013 Staff Safety Award recipient, received the Governor’s Employee Safety Award (GESA). Mr. Barta was presented with the award at an Art and Art History event.

**Update on Acker Gymnasium – OSHA Citation**

Mr. Pratt reported the University received a Citation and Notification of Penalty for the climbing walls at Acker Gymnasium.

- The climbing wall was tagged and could not be used.
- The climbing wall manufacturer was hired to review the climbing wall and found 61 hand holds not properly positioned and with the wrong bolts.
- A training was held by the manufacturer for the proper use, care, and maintenance of the climbing wall.
- The climbing wall is now required to be inspected every 3-years as recommended by the manufacturer.

**Citation 1 Item 1: General**

“Machinery and equipment in service shall be inspected and maintained as recommended by the manufacturer where such recommendations are available.

During and prior to an inspection by the Division on February 11, 2015, the employer failed to inspect and maintain a climbing wall according to the manufacturer’s recommendations."

On April 9, 2015, Mr. Pratt posted at Acker Gymnasium a copy of the violation where it is readily observable by employees.

The cost of the penalty fee is $560.00 and was paid on April 14, 2015.

**Selection and Use of Power Strips on Campus**

Ms. Streeter reported that within a 12-month period, campus avoided two potentially catastrophic fires that could have been started by inappropriate use of extension cords. In both cases, the University was fortunate that the failed extension cords were noticed before damage to the facility occurred.

Extension cords are only to be used on a temporary basis. Both the Fire Code and the Electrical Code allow for extension cords in specific circumstances:

Extension cords, of proper size and according to their use, are permitted under the following conditions:

- For temporary use only, not to exceed 90 days.
• On non-heat producing devices (i.e. radios, computers, answering machines, etc.).
• Under specific and written authorization from EHS (for longer term use).
• Extension cords exist in one continuous length. Cords must not be connected (daisy chained) or spliced together.
• As temporary wiring for holiday displays, artwork, or vendors at special events provided they meet the requirements above.
• A multi-plug extension cord that incorporates a surge protector and circuit breaker. This form of extension cord is recommended.

Extension cords are not permitted under the following conditions:
• Used as permanent wiring.
• For use on heat producing or high voltage devices such as heaters, coffee pots, high wattage lamps, refrigerators, microwave ovens, etc.
• Through doors, under doors, under carpets or rugs.
• A tripping hazard for normal foot traffic or emergency evacuation is created.
• Fire barriers or fire rated walls are breached to run the wiring unless the hole is properly fire-stopped and the wire properly enclosed in the appropriate conduit.
• The cord shows sign of wear, defects, bulging, exposed wire, or other damage.
• Located in corrosive areas or near any substance which would deteriorate the extension cord.

Discussion on Heat Illness – Who and Why

Ms. Streeter advised heat stress from exertion or hot environments places workers at risk for heat illness. Heat illness is preventable by taking steps to be adequately hydrated and to rest in a cool areas.

Indications of heat exhaustion, heat cramps, heat stroke:
• Rapid heart beat
• Heavy sweating
• Weakness or fatigue
• Dizziness
• Nausea, vomiting
• Elevated body temperature

Protect yourself by avoiding exertion, extreme heat, sun exposure, and high humidity:
• Wear light colored, loose fitting, breathable clothing.
• Gradually build up to heavy work – acclimation is very important.
• Schedule heavy work during coolest parts of the day.
• Drink clean, cool water frequently. Drink enough water that you never become thirsty.
• Never ignore systems and use first aid treatments when necessary. Immediately report all heat illness to your supervisor.

There being no further business, the meeting adjourned at 3:00 p.m.