



M E M O R A N D U M

Date: May 25, 2019

To: CAMPUS HEALTH & SAFETY COMMITTEE

Anita Barker, Intercollegiate Athletics & Recreational Sports
Jamie Clyde, Associated Students
Joseph DeCarlo, University Housing
Lauri Evans, Student Health Center
Mike Guzzi, Facilities, Management and Services
Robert Henry, Teamsters
Holly Hunt, Accessibility Resource Center
Cindy Leonard, Agricultural Teaching & Research Center
Elaina McReynolds, Academic Professionals of California
John Reid, University Police
Phillip Sacksteder, CSUEU
Timothy Sistrunk, California Faculty Association
Yvette Streeter, Environmental Health and Safety
Jody Strong, Worker's Compensation

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

Subject: Campus Health and Safety Committee Meeting

Present: Anita Barker, Joseph DeCarlo, Mike Guzzi, Robert Henry, Holly Hunt, Elaina McReynolds, Timothy Sistrunk, Yvette Streeter, Jody Strong

Absent: Jamie Clyde, Lauri Evans, Cindy Leonard, John Reid, and Phillip Sacksteder.

The Campus Health and Safety Committee meeting commenced at 1:30 p.m. in the Training Room located in Park II, Room 119.

II. Approval of Agenda – May 24, 2019

Robert Henry stated he would like to add an agenda item for discussion “raising of drains at University Stadium (Football Field).”

It was the consensus of the Committee to add to the agenda “*Raising of Drains at University Stadium (Football Field).*”

Ms. McReynolds requested “Approval of Agenda” be added to the agenda.

Ia. Approval of Minutes – January 18, 2019

ON A MOTION by Robert Henry, seconded by Yvette Streeter, it was the consensus of the Committee to approve the minutes of January 18, 2019, as submitted.

III. Review of Accidents

Mr. Pratt presented to the Committee members a summary of reported accident/injuries from January – March 2019. The summary represented injuries by department; type of accident; first aid; medical; or informational only. The type of injuries reported were lacerations; slip, trips, and fall; sprain/strain; repetitive motion; rushing; and lifting.

Mr. Pratt reported an incident occurred on March 26, 2019. A professor was attempting to insert a glass pipette into a pipettor. After several attempts, the pipette suddenly broke. The jagged end thrust up into the palm of the hand holding the pipettor. The pipette was clean and empty at the time of the incident. The Professor was transferred to UC Davis Medical Center for surgery.

Mr. Pratt also reported that on May 9, 2019, a Groundsworker was trimming a large hedge adjacent to Yolo Hall using a gas powered hedge trimmer. While the employee was standing on an orchard ladder his left pinky finger, ring finger, and part of middle finger came into contact with the shears of the trimmer. The employee was using the equipment improperly for the task “cutting overhead” and was not wearing leather gloves. The employee was wearing long pants, long sleeves, and safety glasses. The employee was transferred to California Pacific Hospital in San Francisco, California.

Due to both incidents being serious injuries and requiring hospitalization, OSHA was on Campus to investigate both incidents. EHS has not received the final reports from OSHA on either accident.

IV. Review of Building Inspections

Ms. Streeter presented to the Committee members a report on building inspections and surveys from January – March 2019. The report covered Ayres Hall, Gateway Science Museum, Meriam Library, Plumas Hall and Labs, and Sapp Hall.

Findings included inspection of new exhibits, items stored in an exit path, a non-permitted type of lock on an exit door, inspection of secondary container labeling, trip hazards, electrical cord issues, and housekeeping.

IVa. Update on Chancellor’s Office Audit

Mr. Pratt advised all 23 Campus’ are being audited this year, and at the conclusion of the audit, the Campus’ will receive a written report of their findings. Once the report has been received, the President will have a designated timeline to respond to the deficiencies with proposed corrective actions.

The Auditor has met with department Chairs. The meetings were to discuss lab/stockroom/foundry safety, student and employee training, hazardous materials and chemicals, inspections and inventories, laser use, and policies and procedures. The auditor met with Shipping and Receiving to discuss the process for receiving, storing,

distributing hazardous materials and chemicals, including a physical walkthrough of their space.

This week the auditor requested copies of Student Contracts and training.

Due to vacations and Commencement, the audit will be a 10-week process.

IVb. RSS (Risk and Safety Solutions) Software Implementation

Mr. Pratt advised that since 2008 the UC System has been developing a software package to assist faculty ensure safer lab environments. This software, Risk and Safety Solutions (RSS) is very comprehensive, includes modules (Assessment, Inspection, Chemicals, and Communication) which focus on different aspects of safety. The Chancellor Office purchased this software, required implementation on all 23 campuses, and was to be operational by December 31, 2018.

The Inspection module is set-up for lab safety. EHS would like to add safety check lists for inspections on mechanical rooms, shops, offices, classrooms, labs, and other similar areas.

Mr. Pratt noted the Department of Environmental Health and Safety is performing announced and unannounced building/room inspections. The inspections are maintained in a log indicating our findings and corrections. Mr. Pratt stated EHS has a [General Safety Survey](#) to assist departments with inspections of their offices, classrooms, and other similar spaces and retain the document with their departments.

NEW BUSINESS:

V. Introduction of New Members

New members introduced themselves:

- Joseph DeCarlo, new Associate Director of University Housing, will be the new delegate from University Housing.
- Jody Strong, Worker's Compensation/Benefits. Ms. Strong is a returning member and will be the new Worker's Compensation/Human Resources representative.

VI. AED (Automated External Defibrillator) Placement on Campus (Streeter)

Mr. Pratt stated there is a total of 51 Cardiac Science PowerHeart G3 and G5 Plus (bi-lingual) Automatic Defibrillators and one Zoll AED Plus. Of these units, there are five (5) AED's in University Police Patrol vehicles, one (1) traveling AED in Athletics, and (1) located at the College of Agriculture (Farm). The newest G5 AED was installed in Sutter Café in March 2019.

The AED Program:

- The AED Program has been established and managed in accordance with the California Health & Safety Code, Section 1797.796, and meets the guidelines set forth by the American Heart Association and the American Red Cross. The program has also received an endorsement from our base Hospital, Enloe Medical Center, and has been approved by the regional EMS agency authority, Sierra-Sacramento Valley Emergency Medical Services.
- The Student Health Center Lead Physician, Dr. Kim Chappell, provides medical oversight for the program, and approves CPR/AED training. The AED Program Director conducts an incident review each time an AED is used.
- The Department of Environmental Health and Safety is responsible for ensuring that each defibrillator is maintained; maintains records of pad/electrode and battery replacement dates; annual and monthly inspections are performed and documented by EHS.

Mr. Pratt noted the cost per unit is \$1,500; pads are replaced every 2-years at a cost of \$60 each; and batteries are replaced every 4-years at a cost of \$235 per battery. Mr. Pratt also noted that Ms. Streeter does a monthly and annual maintenance and inspection on all AEDs.

Due to an incident in Sutter Café, a student passed out, recovered, and did not require the use of an AED. The student e-mailed a complaint to President Hutchinson on Dining Services staff lack of knowledge on AED locations and no AED within the area. The student also seemed unfamiliar with the Emergency Preparedness website with the AED Location Map and Program.

Mr. Pratt stated there are no requirements on specific location/placement of an AED, however, there is a recommendation on where to have an AED, large assembly areas and sporting events. Mr. Pratt asked the Committee for feedback on the locations/coverage of AED units on campus and how to better communicate this information to the campus community.

Ms. McReynolds requested feedback from the Committee members on AED placement (additional locations), and how to better communicate this information to the campus community. The deadline to respond is 5:00 p.m. on June 13, 2019.

Discussion followed regarding due to increased foot traffic on the east wing of Meriam Library, this area may now need an AED, and better ways to communicate current AED locations.

Vla. Raising of Drains at University Stadium (Football Field)

Robert Henry reported before Commencement and other events, FMS temporarily marks all low level spots that are at least 1-inch below ground level in the football field; next to the track there is a grate which is below ground level and creates a potential trip and fall hazard.

Mr. Henry stated he will meet with Mike Guzzi, Director of Facilities Management and Services, to develop a cost quote to bring the grate and other low level areas up to ground level and bring all information back to the Committee.

OLD BUSINESS:

VII. Update on Golf Cart Safety, New Golf Cart Training, Seat Belts (Streeter)

Ms. Streeter stated at this time there is no funding source available to install seat belts in the golf carts. She advised Cart and Utility Vehicle Safety training has been presented, and will continue to present training to employees and student employees in Divisions who own golf carts.

Ms. Streeter advised she did not hear back from Chief Reid on the review of the golf cart safety guidelines.

Ms. McReynolds stated no further action required.

VIII. Number of Related Non-Students Loitering near Campus Buildings (Graffiti, Broken Windows) (Henry)

Ms. McReynolds reported and distributed a summary on non-student trash reparation trend by cost and number of work orders over a three year period.

Discussion continued addressing the trash, graffiti, non-student loitering, and dogs on the east and north side of the Physical Sciences Building, the non-students continue to sit in front of and block exit doors/exit fire doors, Facilities Management and Services will be renovating this area; and the recommendation of installing a fence along the sidewalk to reduce non-student loitering, damage, and the elimination of trash and drug paraphernalia.

Mr. Guzzi stated this item should be addressed at the Public Safety Committee.

IX. Follow-Up on Eyewash Stations in Ayres and Plumas Hall Labs (Streeter)

Mr. Henry reported at the January 18, 2019 meeting, there was a considerable amount of items being stored in front of the eyewash stations. Caution tape was put up to keep a clear access of the unit.

Ms. McReynolds requested this item be returned to the Committee as a follow-up.

Mr. Henry reported "Keep Clear" tape has been installed on the floor, the areas have been inspected monthly, and have remained clear.

Ms. McReynolds stated no further action required.

There being no further business, the meeting adjourned at 2:30 p.m.