**Facilities-Auxiliaries Safety Committee Meeting Minutes**

**Link to Minutes:** [**http://uwm.edu/safety-health/occupational-safety/**](http://uwm.edu/safety-health/occupational-safety/)

Date and Time of Meeting: August 16, 2017, 9:30-10:30 a.m. Engelmann Room 206

Chairperson: Bob Peck

Attendance: Giulio Leonardelli, Matt Matisko, Steve Wilke, Patrick Mahsem, Joe Krivitz and Nick Srdic.

Apologies: Eric Kozak, Aretha Johnson, Steve Ausloos, Mike Keller, Steve Ellison, Chuck Kremer and Bob Martinez.

**Incident review:** July 9, 2017 – August 8, 2017

* Grounds Department Worker moving televisions struck head on corner of television when he stood back up after bending over to attach a load bar in the truck.
* Worker needs to be aware of his surroundings before he stands to avoid striking his head on items. Additionally, Steve and I agree that increased communication could have helped to prevent this injury had coworker warned injured party that he had placed the television flat on the cart and that he should be careful before standing up because the television was extended over the cart’s edge.
* Preventative Maintenance worker burned arm on uninsulated high pressure steam vent pipe while trying to locate the source of a steam leak.
* I support the supervisor’s recommendation to insulate the steam pipes in this room to help prevent future injuries to staff members.
* Building Service worker cut finger on X-acto blade discarded in trash cart while attempting to clean out trash from the bottom of the trash cart.
* Recommendation that rather than reaching down into the cart and retrieving trash by hand it would be better to tip the cart on its side and use a small broom to sweep the items onto the floor, then sweep them up using a broom and a dust pan.
* UITS Network Specialist transporting network equipment from NWQ-B to Data Center in EMS Building on a cart suffered cut to right hand when a network switch slipped off the cart and he attempted to catch it before it hit the ground.
* Recommendation to the load should be better secured when transporting on this type of cart. Placing the switch or switches into a cardboard box would be helpful as the person pushing the cart could steer the cart with one hand and then maintain a grip on the box with the other hand to keep it stationary on the cart.
* Another option would be to obtain a different type of cart that would have a raised edge around the shelf to prevent equipment from getting jostled off the cart when passing over a rough or uneven surface.
* Building Service Worker suffered possible exposure to unknown controlled substance when picking up a scoop from the floor of the men’s room in the Theatre Building 1st floor men’s restroom.
* Recommendation to not handle such items and to instead report to the Supervisor or UWMPD so the item can be properly collected/disposed.
* Recommendation to always wash hands after removing gloves.

**Old Business:**

* Attic Access Safety Concerns for Garland, Pearce and Vogel Halls Update.
* Bob Peck spoke with Rick Koehler regarding concerns raised about asbestos abatement at the Vogel Hall attic access trap door. Rick Koehler will follow-up with Eric Kozak.
* Cover Sheets for Campus Buildings
* Forwarded information on building square footage and year of construction received from Campus Planning staff.
* Fall Protection Update
* A Purchase Order has been issued for Hy-Safe Technologies to tour campus areas with fall protection concerns from our previously compiled list. Inspections of those areas will be scheduled by Steve Verish so that Hy-Safe Technologies can compile price quotes for a project to address the fall protection concerns.

**Other Business Follow-up:**

* Safety concern about Learning Center staff escorting children through the loading dock driveway area at Sandburg to go to the Klotsche Center. Truck traffic in area and other dock activities are safety concerns for the pedestrians cutting through the dock area.
* Rae Williams Dimilo of the Learning Center has agreed to change the route that the staff take with the children to go to Klotsche Center as of August 7, 2017.
* Concern about east service elevator doors closing on people or items at the Union when they boarded the elevator.
* Received information from Fran Jasper that the safety sensor on the west elevator was replaced and it is currently functioning without problems. Fran added that the elevator is scheduled to undergo a full modernization during the upcoming Winterim. Should the elevator become unsafe for any reason before then it will be taken out of service.

**New Business:**

* Vivid Online Safety Training for August 2017
* Hot Work with Arc Welding, 30 minute course. 31 days to complete.
* Heat Plant and Grounds Department will also complete Hearing Conservation Training, 20 minute course. 31 days to complete.

# Safety Toolbox Tip– Aerial Lift Safety

# <https://learnatvivid.com/safety-toolbox/safety-tip-video-aerial-lift-safety>

**Other Business:**

* Committee Go Around
* Giulio Leonardelli inquired about the progress on the door installation for room B72 in the basement of Pearse Hall. The door currently swings into the room and that is not compliant with the National Electrical Code (NEC) Section 110.26(C) and 110.33(A)(3.) Bob Peck will check progress on work order FS-94072.
* Giulio Leonardelli also mentioned that the contractors for Paul Davis are driving their vehicles at higher speeds on the sidewalk near the fountain. Bob Peck will follow up with Kevin Babcock.
* Nick Srdic expressed concerns about clogged drains outside of the Union on the east side of the Union sidewalk outside of Burger King. These are the square drains and when clogged will prevent proper drainage and result in icy areas when temperatures drop. Steve Wilke offered to look at these areas but it may be a plumber’s job.
* Joe Krivitz had no concerns.
* Steve Wilke received a request to remove tree branches striking the windows on the east side of the 4th floor of Bolton Hall off Spaights Plaza. Steve was going to look into the issue further to determine if perhaps a window could be opened to access the branch for trimming.
* Patrick Mahsem reports that there are also clogged drains just outside the Union entrance off of Spaights Plaza near the NE entrance to the Union. These are round drains. Steve Wilke offered to look at these areas but it may be a plumber’s job.
* Matt Matisko had no concerns to report.
* **Next Meeting:**  Would like to move the meeting to Wednesday, September 27, 2017 @ 9:30 AM Engelmann 206 due to Fire Drill Week falling on September 18th – 22nd 2017. Ask committee for consensus on moving the meeting. Email sent to all committee members on 8-17-17 requesting a response only if committee members had a scheduling problem with attending the Safety Committee Meeting on September 27, 2017 instead of September 20, 2017.