**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: October 18, 2017, 9:30-10:30 a.m. Engelmann Room 206

Chairperson: Bob Peck

Attendance: Steve Wilke, Joe Krivitz, Mike Keller, Giulio Leonardelli,

Apologies: Matt Matisko, Patrick Mahsem, Aretha Johnson, Chuck Kremer, Bob Martinez, Eric Kozak, Nick Srdic, and Steve Ausloos.

**Incident review:** September 16, 2017 – October 11, 2017

* Housing Facilities Maintenance staff member cut finger while cutting a transition strip for a transition from carpet to tile floor.
* Support Supervisor’s recommendation to wear a safety/cut-resistant glove when cutting the transition strip.
* Exercise more caution when cutting the material and to be cognizant of hand placement around the cutting tool.
* Restaurant Operations staff member at Cambridge Commons cut her finger while using mandolin to slice cucumbers without using the safety guard.
* The recommendation to prevent future injuries of this type is to use all safety guards when cutting and to use a cut resistant glove when performing cutting operations.
* Housing Custodian reports pain in back and lower right side after pushing/pulling dumpsters all day long at Sandburg Hall.
* Recommendations for preventing a future injury of this nature include performing proper warm-up exercises prior to beginning strenuous physical exertion. The warm-up is widely viewed as a simple measure to prepare the body for exercise or activity of a moderate to high intensity, and is believed to help prevent injury during exercise or strenuous activity. A warm-up should reduce the risk and, at worst, not increase the risk of injury.
* Check the wheels on all the dumpsters to make certain they are rolling as freely as possible and there is no damage to the wheels making it easier to move the dumpsters.
* Building Service Worker injured right knee when he fell on a wet floor on the first floor of the Library.
* Avoid walking on wet slippery surfaces and heed wet floor signs.
* Children’s Center staff member received a cut to her finger when it was pinched in the Dutch door as a child pushed it open in the Ivy Room at the UWM Children’s Center.
* Exercise more caution when this Dutch door is open paying close attention to hand placement and avoiding pinch points.
* A Restaurant Operations staff member incurred a sprain to right hand while pulling a full pan of mac and cheese sauce from the hot box.
* Recommend that when removing these trays from the hotbox the person removing the trays try to keep the tray as close to their body as reasonably possible so as not to strain hands or arms.
* Union Student Custodial Aide fainted and fell and suffered a cut to her chin.
* The fall was not the result of a slip or trip it is related to an existing medical condition. There is no recommendation for preventing an injury of this nature.

**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.
* Still awaiting an update on this item, Bob Peck to follow-up with Rick Koehler.
* The Garland and Pearce hatch doors are complete except for the protective ladder guard, Eric uses this as filler work. I do not have an estimated completion date.
* Kevin Babcock, Richard DeBerry and I made a site visit to Vogel on 10-17-17 to look at options for the attic access point. We looked at creating a separate access hatch into the attic inside room 260 adjacent to the current access door. There would be a wall mounted ladder with a cover, hatch door with pneumatic struts for support, bars to use in the attic to safely transfer to that level and a means to cover the access hatch to prevent falling to the 2nd floor. Kevin Babcock to price out the project.
* Fall Protection Update
* Fall Protection tour took place on October 3rd, 4th, 5th, and 9th expanding from the original 35 areas which included 18 on campus in 13 different buildings and 17 areas off campus at 6 different buildings. Steve Verish, Chuck Anzaldi and Frank Anzaldi along with Bob Peck toured the areas and added additional locations in need of fall protection when those areas were identified. Hy-Safe will generate a quotation so that project money can be pursued to address the fall protection concerns.

**Other Business Follow-up:**

* 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.
* Rick Koehler responded via email at 9:55am on August 22, 2017 that he decided to proceed with the door project to change the door swing to a 180 degree swing into the corridor instead of letting it remain swinging into the room while maintaining the same size of the door 42”s. Rick requested that Dawn make a maintenance project out of the request and add it to the minutes. Upon reviewing the meeting minutes from 9-14-17, the project is not listed. I sent another email to Rick Koehler on 9-21-17 to clarify if the project was added.
* This was supposed to have been added to the minutes. The work is in progress. It's been painted and now there is some electrical and HVAC work to prepare for the door installation. Rick will again ask to add this project to the scheduling minutes for tracking purposes.
* The project has been added to the weekly meeting minutes and work orders FS-102496 FS-102498 and FS-102499 have been created for the project as of 10-25-17 to track status of new door and frame installation for room B72 in Pearce Hall.

**New Business:**

* Notifications of utility outages in buildings need to be sent to Heat Plant Operators to allow the operators to share the information when they receive inquiries from occupants of affected buildings. This has not been happening. Dispatch could send out notifications for total building outages and UWMPD could also send a Rave Alert about these outages.
* Exploring the possibility of scheduling an additional Aerial Lift training session for new staff and those who were unable to attend the sessions previously held in June 2017.
* Looking at scheduling the next session for next year. Those who haven’t completed the training this year can be assigned the Vivid Aerial and Scissor Lift Safety course and can be in the basket with a certified lift operator observing but cannot operate the lift.
* Vivid Online Safety Training for October 2017
* Compressed Gas Safety, 25-minute course. 31 days to complete.

# Safety Toolbox Tip–

# Compressed Gas Safety

# <https://vividlearningsystems.com/safety-toolbox/compressed-gas-cylinders-supervisor-safety-tip-series>

# Aon “OSHA 10-Hour Compliance Training for General Industry” – Safety Seminar

# MILWAUKEE Dates:         Monday & Tuesday, October 30th & 31st, 2017 Location:    Aon Milwaukee Office, 10700 Research Dr., Suite 450, Milwaukee, WI 53226 *(off Hwy.100 / N. Mayfair Rd., 1st building on left)*

# This course is free of charge (lunch included) as we are clients of Aon. I will forward email to Safety Committee for registration. Limit of 3 per organization

# Email sent to the Facilities Auxiliaries Contact List on Wednesday, October 18, 2017 at 3:54 PM advising all of the opportunity to register for the training.

**Other Business:**

* Committee Go Around
* Giulio asked about the rusted railing on exterior of the south side of Mitchell Hall that he had previously reported to Robert Peck. Robert Peck toured the exterior of Mitchell Hall on 10-18-17 noting 4 separate locations of railings in need of repair. A service request was submitted and on 10-19-17 work order FS-102304 was created for multiple railing repairs (4 total) outside of Mitchell Hall.
* **Next Meeting:**  Wednesday, November 15, 2017 @ 9:30 AM Engelmann 206.