**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: June 21, 2017, 9:30-10:30 a.m. Engelmann Room 206

Chairperson: Bob Peck

Attendance: Eric Kozak, Matt Matisko, Aretha Johnson, Steve Wilke, Mike Keller, Patrick Mahsem, Antoinette Spector, Joe Krivitz,

Apologies: Giulio Leonardelli, Steve Ausloos, Steve Ellison, Chuck Kremer, Bob Martinez and Nick Srdic.

**Announcements:** Antoinette Spector has an announcement to make. Antoinette announced that she was leaving employment at UWM to pursue her PhD. Her last day at UWM will be June 28, 2017. The Committee thanks Antoinette for her service and also for the great work she performed with return to work efforts, staff member pre-screening and ergonomics training.

Bryce O’Boyle attended the meeting in place of Steve Ausloos representing University Housing.

**Incident review:** May 8, 2017 – June 7, 2017

* Student employee Event Services putting away tables struck head on underside of staircase when standing up.
* Recommendation for preventing future injury when working in this area is padding underside of staircase with foam to lessen impact to head should they strike it on the stairs.
* Building Service Worker injured finger on a drawer in closet while storing items.
* Recommendation to exercise more care when opening and closing drawers so as not to close the drawer on finger.

**Old Business:**

* Hands-on Safety Training
* Aerial & Scissor Lift Training – Sessions were held on June 12, 15, 16, 2017 with instructor Mike Timm of Wisconsin Lift Truck. A total of 50 staff members from Facilities Services, Housing, Union, and University Recreation were certified during the sessions. Certification licenses will be sent by Sophia Rodriguez at Wisconsin Lift Truck to Robert Peck for distribution to staff members who completed the training.
* Attic Access Safety Concerns for Garland, Pearce and Vogel Halls Update. Eric stated that he has begun work in Pearse Hall installing a pulley system with a pneumatic lift assist for the hatch door. He has one of the doors functional at this time. Final repairs will comply with OSHA 1910.23.

**Other Business Follow-up:**

* Door swing issue room B72 in Pearse.
* Work Order FS-94072 created on June 6, 2017 to address this problem.
* Concerns about Shuttle Driver operations in the USRB lot.
* Concerns were referred to Steven Ohland of Transportation Services who stated he would be in touch with GoRiteway to advise them of the behavior of the drivers and ask them to speak with the drivers about it.

**New Business:**

* Vivid Online Safety Training for June 2017
* Heat Stress Training - 25 minute course 30 days to complete.

# Safety Toolbox Tip– Heat Illness

# <https://www.osha.gov/SLTC/heatillness/index.html>

* Cover Sheets for Campus Buildings
* Provide quick view basic building information for Fire Department responding to our campus.
* Committee assistance in compiling information. Joe Krivitz stated that Richard Deberry has a list with this information available. Bob Peck will contact Richard to obtain a copy of this information so that the cover sheets can be updated.
* Fall Protection Update
* Preventative Maintenance has purchased 1 new Harness rated to 420 lbs. and 2 - 6 ft. Self-retracting Lifelines to be used when working in the Boom Lift.

**Other Business:**

* Committee Go Around
* Antoinette Spector had no concerns.
* Aretha Johnson had no concerns.
* Matt Matisko had no concerns.
* Joe Krivitz had no concerns.
* Bryce O’Boyle had no concerns.
* Mike Keller inquired about an additional training session for Aerial Lifts for those who had been unable to attend the sessions in June. Bob Peck responded that nothing had been formally scheduled but we were looking at October/November as a boom lift would be rented for cleaning gutters at that time.
* Steve Wilke mentioned that his staff members had all completed Spill Prevention Control and Countermeasure Plan training. Steve also stated that he was looking into installing some planters near the east area of the Sciences parking lot to help prevent another issue with someone exiting the lot in their vehicle down the sidewalk. Bob Peck will also submit a service request to paint the curb yellow in that area.
* Eric Kozak had no concerns.
* **Next Meeting:**  Wednesday, July 19, 2017 @ 9:30 AM Engelmann 206.