**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: February 21, 2018, 9:30-10:30 a.m. Engelmann Hall Room 206

Chairperson: Bob Peck

Attendance: Aretha Johnson, Mike Keller, Eric Kozak, Nick Srdic, Steve Ausloos, Patrick Mahsem, Chuck Kremer, Matt Matisko and Steve Wilke.

Not Present:

Excused: Laura Hooper, Giulio Leonardelli, Bob Martinez and Milan Basta

**Incident Review:** January 10, 2018 – February 10, 2018

* BSW walking from her car to Lapham Hall slipped and fell on sidewalk outside of AUP.
* Application of salt to icy areas prior to the arrival of staff for the day and wearing appropriate winter footwear.
* BSW slipped on patch of ice on sidewalk east of Norris Health Center and west of the Heat Plant parking lot as he was walking to Enderis Hall from his vehicle.
* The expectation of all snow and ice being removed before 7:00am is the major priority for our Grounds staff during the cold winter months. The Grounds staff has miles of sidewalks and acres of parking lots to clear snow and ice from prior to 7:00am. Building Service Workers arrive for first shift prior to 6:00am. I would recommend that Grounds start operations earlier in the day to ensure that areas are salted adequately prior to 6am.
* BSW slipped and fell on snow covered north stairs outside of Merrill Hall hitting his back on the railing.
* BSW was wearing sneakers with worn tread at the time of fall. Employees need to cognizant of walking surfaces, avoid slippery areas if possible, proceed with caution if areas are unavoidable and wear appropriate footwear with good traction particularly when performing snow removal operations.

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| * Assistant Director Facilities Housing training staff on use of fire extinguisher experienced thumb pain after demonstrating use of extinguisher.
* There is no recommendation for preventing an injury of this type in the future.
* BSW felt an internal tear while lifting a trash bag from a trash receptacle.
* With the bag being filled with material pushing out against the sides of the barrel it creates a suction within the barrel making the bag more difficult to remove from the barrel. Testing the weight of the trash bag prior to attempting to lift it and recognizing that other steps need to be taken including relieving the vacuum and, or requesting additional assistance before proceeding

 would prevent this injury.* Facilities Preventative Maintenance Worker slipped on ice and fell in the parking lot while returning to his vehicle.
* Staff members need to be cognizant of walking surfaces, avoid slippery areas if possible, proceed with caution if areas are unavoidable and wear appropriate shoes with good traction. Having stated that it is extremely difficult to safely navigate your path to your vehicle in blizzard like conditions. When walking on a slippery surface keep arms pointed down at an angle with feet pointed slightly outside while keeping your knees slightly bent taking slow short steps or shuffling to increase traction.
* Building Service Worker strained left shoulder when lifting trash bag from trash can. Trash bag contained printer and 4 phones at bottom of bag.
* Educating staff member responsible for discarding heavy items buried in bottom of trash bag. Testing bag prior to attempting lift of bag from trash can.
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**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.
* Bob Peck sent an email to Rick Koehler on November 24, 2017 requesting an update on the project.
* Estimates to address the safety hazard at Vogel Hall are costly so a two-person procedure has been drafted for review to allow staff members to safely access the attic until a permanent fix is in place.
* Discussion on review of Vogel Hall attic access procedure.
* Tour of attic access points for Garland, Pearce and Vogel Halls is scheduled for January 25, 2018. Rick Koehler, Thomas Piccorelli, Zack Steuerwald and Bob Peck will examine the areas to view the safety hazards to push the project forward.
* Bob Peck reported that he did receive a copy of the estimate for the Vogel Hall Hatch Rework. The estimate does include labor and materials to patch the old access door. Bob Peck sent an email requesting that the estimate be reworked to include keeping the old access hatch in case a large piece of equipment ever needs to be moved up into or out of the attic area. That would lessen the cost of the project.
* Tour of attic access points for Garland, Pearce and Vogel Halls was conducted on January 25, 2018 with Rick Koehler, Thomas Piccorelli, Zack Steuerwald, Steve Moderski, Richard Deberry and Bob Peck. Awaiting decision from Thomas Piccorelli to move forward with repairs. **In the interim, please use the two-person entry procedure for accessing the attic in Vogel Hall.**
* 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.
* No update as of 11-14-17.
* Bob Peck received a link from Steve Verish to the report forwarded by Hy-Safe Technology on November 15, 2017. Bob Peck and Steve Verish reviewed the report on November 27, 2017.
* Bob and Steve Verish have completed the review of the proposal received from Hy-Safe Technology and Steve is making edits to the document which will be resubmitted to Hy-Safe for corrections and additions.
* Bob Peck reported that Hy-Safe Technologies had forwarded information on a passive fall protection system featuring free standing guard rail sections that can be used for fall protection, temporary fall protection, roof edge protection, roof hatches, skylights and hazard barriers. Here is a link to the product:

 <https://hysafe.com/products/content/hy-safe-guard-rail>

* Steve Verish forwarded revised proposal back to Hy-Safe Technologies on February 7, 2018. Awaiting revised proposal from Hy-Safe Technologies.
* Innovation Campus Accelerator Building Rooftop Access – **Staff should not access rooftop** **using existing ladder and hatch due to inability to maintain 3 points of contact while on ladder and improper attachment of grab bar to ladder assembly. Additionally, no service of exhaust fans outside of walled-in area on roof due to lack of fall protection in place to protect workers when servicing these fans on roof.**

* 2018 Safety Committee Membership
* Invitation has been being extended to the School of Freshwater Sciences to join the committee.
* Existing membership review.
* No representative from Freshwater Sciences attended the meeting. Existing membership remains in place for 2018.
* Laura Hooper Custodial Supervisor from Housing will be joining the committee and will be present at our meeting on March 21, 2018.

# 2018 Safety Training

# An Excel spreadsheet of proposed training schedule for 2018 available training classes from Vivid was shared at the last meeting and committee members were asked to provide feedback on the proposed training.

# The committee approved the training schedule for 2018 to include hands-on Confined Space training prior to Steam Shutdown week which is May 21-25, 2018. That training may be scheduled during spring recess which is March 19-23, 2018. Ladder Safety Training to be conducted in March 2018.

**Other Business Follow-up:**

* Concerns were expressed about the temporary repair of the east side facade on NWQ D where the bricks are supported by Unistrut.
* Inspection was conducted in November 2017 and a couple issues were addressed. Re-inspection will occur in spring and funding from NWQ remodel will be used for permanent repairs. Repairs likely to begin in summer.
* There were strong exhaust fumes in the vestibule at Sandburg Commons a couple weeks back. One of the Custodians had brought a snow blower inside the vestibule possibly out of concern that it wouldn’t be stolen while he/she came inside.
* Follow-up with the Custodial Supervisor reveals it was someone from Security who had brought the snow blower into the vestibule that day. That person has been advised not to do that again. Snow blowers are stored in the forklift supply room in the parking structure.

**New Business:**

* Safety Training - Shops in February 2018
* Vivid Scaffold Safety Training 35-minute course.
* As of February 19, 2018, 38 staff members have completed the course, 1 staff member is in progress and 23 have not started the course.

# Safety Toolbox Tip–

# Chemical Safety

# <https://vividlearningsystems.com/safety-toolbox/safety-tip-video-chemical-safety>

# Designated Hot Work Area – NWQ E

# Combustibles and storage issues in the area

# All the cardboard boxes (combustibles) full of light bulbs must be relocated from the area so that hot work can be safely completed in this area allowing for a 35’ radius that is clear of combustibles.

# Those boxes of bulbs currently stored in the area could be relocated into NWQ A in either the old carpenter shop or in the old kitchen area on first floor adjacent to the Restor.

# Boxes of bulbs are currently being relocated from the Hot Work area as time permits.

# Proper signage installation for the area

# Signage must be installed on doors entering the area designating it as a Hot Work Area per our new Hot Work Policy.

# Work Order FS-109675 for Hot Work signage was placed with Facilities Services and Mike Masalewicz is working to create and post the signage.

# Restricting access to area

# The area could be enclosed with a fence to help prevent others from storing items in the area or using the hot work equipment in the area.

# Installing Andover Access Control is not an option as the system is not installed in the area.

# Staff other than Mechanical Shop staff need access to the area such as UITS and the Electricians. It is not possible to secure access to the area from the tunnel area.

# Hot work equipment will be secured in the area. This will be revisited by Bob Peck and Chuck Kremer.

# Overhead door repair for venting area and relocation of electrical outlet for welder

* Repair the overhead garage door opener to allow staff to move stock into the area and to help ventilate the area while performing hot work. The door can be raised by hand but repairing the lift device would help prevent potential injuries to staff opening and closing the overhead door by hand. Work order to be submitted to initiate repair to door opener.
* Compressed Gas Cylinder Storage NWQ
* Storage rack for safely storing compressed gas cylinders
* The cost of a rack is very expensive. Eric Kozak has come up with a plan whereby we could safely store 3 times the number of tanks for a fraction of the cost.
* OSHA’s Respirable Crystalline Silica Standard for General Industry
* OSHA Fact Sheet shared with the committee members.
* Discussion ensued and we need to identify all staff members who face exposure risks. The first line of protection is eliminating the hazard through engineering and work practice controls to reduce and maintain employee exposure to respirable crystalline silica to or below the PEL. In the event engineering and work practice controls are not sufficient to reduce employee exposure to or below the PEL, the employer shall nonetheless use them to reduce employee exposure to the lowest feasible level and shall supplement them with the use of respiratory protection.

**Other Business:**

* Committee Go Around
* Steve Ausloos had no concerns.
* Nick Srdic had no concerns.
* Patrick Mahsem had no concerns.
* Steve Wilke had no concerns.
* Erik Kozak brought up the topic of pallet pickers coming on campus and removing wooden pallets that they resell. That would not be permitted the same as dumpster diving.
* Matt Matisko requested that when work is being done at the Kenilworth Apartments Housing staff should be notified when electricians are working on the fire panel. Simply letting staff at the front desk know will be sufficient.
* Chuck Kremer mentioned there may be a mold issue in NWQ A G369 related to recent flooding. A pipe had been leaking in the area since January. Repairs have been made to the pipe.
* **Next Meeting:**  Wednesday, March 21, 2018 @ 9:30 AM Engelmann 206.