

Willamette University Occupational Safety & Health Committee

April 21, 2009 Meeting Minutes



Keep until 4/21/2012

Members in Attendance

Rich Dennis, Facilitator-Campus Safety ext. 6907	Suzie Torre-Cross, Facilitator Elect, Human Resources ext 4043	Jennifer Butler, Biology Dept. ext 6483
Linda Lombard, Financial Affairs ext. 6728	Mary Ann Zielinski, Health Center ext. 4360	Margaret Schue, College of Law ext. 6140
Mike Ryan, Facilities Services ext. 6802		

Members in Absentia

Jim Ames, Facilities-Bldg Maintenance ext. 4287	Ross Stout, ex officio, interim staff secretary	Adrienne McCarthy (student)
Ramona Murtha, International Education ext. 5493		

Old Business:

Item 1

Minutes from the March meeting were reviewed and approved.

Item 2

It was reported that a bid (\$1,000) was accepted to change the cross-walk out the front doors of the UC. The work will eliminate the current crosswalk, cut out 2 curbs and create an ADA parking spot in front of Alpha Chi. I believe work will be done over the summer.

Item 3

Dan Rouslin made a recommendation to the safety committee to consider the creation of an official 2-foot wide asphalt path down the grassy slope that is immediately west of the bottom of the Smith Auditorium wheelchair ramp. The safety committee looked at the area and recommended no changes. At present, there are appropriate, safe pathways to exit Smith Auditorium without encouraging the use of short-cuts, which inherently imply the presence of a risk. It is the recommendation of this committee that employees and students should use good judgment and caution when exiting buildings and transitioning to the walkways; even more so when surfaces are wet.

New Business

Walk-through Smith Auditorium - findings

1. The Salem Fire Marshall performed an inspection the week of April 13th and noted that there were serious safety issues on the stage. These included:
 - a. Dangling light bulb at the base of the stairs to the Orchestra pit
 - b. Exposed wires
 - c. Emergency fire containment curtain – release rope does not have a knife attached to enable it to be cut and then lowered in the case of a fire
 - d. Vents are not able to be opened in the case of a fire

Work orders have been submitted, and the university has been cited for these violations two times before.

2. The Safety committee on their walk-through noticed the following safety issues:
 - a. Ladders are not properly secured
 - b. "Fire Door" needs to be clearly stenciled onto the stage door
 - c. Ceiling tiles on the West side are falling apart and need to be replaced. The East side tiles were replaced in the Summer of 2008

- d. The light socket in the Women's dressing room is exposed
 - e. The prop/costume room is cluttered and poses a fire hazard
 - f. The carpet is ripped and poses a trip hazard in the Instrument Storage Room of FAW
 - g. Ceiling is not complete in the Instrument Storage Room of FAW resulting in exposed pipe
- An exposed junction box was observed in FAW, Room 230

Item 4

The current injury log was reviewed and we have had 5 reportable injuries since Jan. 1, 2009

Meeting was adjourned at 9:45 a.m.

Respectfully submitted by: Suzie Torre-Cross GBA, Human Resources Analyst

Next meeting

Date: 05/12/ 2009

Place: Montag Center Conference Room

Time: 9:00 AM