

HMSC Safety Committee minutes
October 1, 2008 Meeting

09:00am - Call to Order by Chair, Randy Walker.

Those attending: Randy Walker, Chair, Sean Matson (OSU), Dave Jacobson (OSU), Devin Brakob (NOAA), Katherine Marko (EPA), Itchung Cheung (OSU), Christina Folger (EPA), Hollis Lundeen (NOAA), Rick Brown (NOAA), Faith Cole (EPA)

Review of last month's Safety Meeting Minutes

- OSU Environmental Health and safety provided tips on how to effectively conduct safety meetings.
- All those in attendance today signed in and this will be kept by Randy as a new requirement for monthly meetings. HMSC will have their quarterly safety walkthrough (?when?)

Review and recommendations for two time loss accidents

Accident: HMSC person injured knee moving a conference room table alone.

Recommendation: Safety committee recommends replacing old heavy tables with new lighter tables. Will forward to HMSC management for consideration.

Accident: On HMSC campus person injured thumb on a boat trailer hitch.

Recommendation: Remind staff to use caution and not rush when preparing for field work. Faith Cole – EPA has a Power Point presentation on Trailer safety that can be made available.

Randy Walker – Kaye (?who) at OSU has training items, perhaps there is some training that can be made available for trailer safety

General Discussion – should look at small boat and trailer safety issues, especially before the field season when possible, always with new people or new equipment. Investigate what training is available.

Discussion on driving on HMSC campus :

Issue - A hearing challenged bicyclist wrote a letter to the HMSC director requesting that people be reminded to slow down their vehicles on campus and not pass bicycles.

Discussion – Need to remind people that there is a speed limit on campus and they must obey street signs. In addition to bicyclists, there are also pedestrians of all ages, school children, and slow moving maintenance vehicles on the campus. There are people here every day of the week, including weekends and residents in Housing also have children. Slow Down.

HMSC director wants appropriate action taken for those that speed in some form of punitive action. There was concern that the requestor did not want anyone to pass a cyclist on campus – seemed that providing ample space and slow speed to pass would be acceptable. All agreed that there are a few people that speed on the HMSC campus.

Recommendations - Remind everyone that driving is a privilege, that they must obey speed limits and street signs. When a person is not operating a vehicle safely on campus, their supervisor will be informed. Each agency should take appropriate action to change the behavior. Additional measures need to be identified for repeat offenders..

Recommendation that consideration be given to a wall of shame with offenders picture posted as a community watch effort. Also need to remind bicyclists to use caution, especially with the shorter days and folks commuting in the dark.

Discussion of food in labs:

Issue – there were occasions on campus where food was discovered in working laboratories during an inspection. There are many personnel at HMSC who have office space in lab space.

Recommendations – Food must be clearly segregated away from lab spaces that could contaminate food. Personnel must be reminded that no food or drink is allowed on the working lab areas or any refrigerators that are for scientific samples only. In some labs there is clear marking of where food can or cannot be when the room is used for multiple purposes.

Talk about the possibility of a better time and day to meet:

Discussion – Wednesday morning conflicts with other scheduled meetings for many potential safety meeting participants.

Recommendation – Move meeting to 09:00 first Tuesday of every Month. Everyone agreed. Meeting will continue to be held upstairs in BFB lobby space.

Planning for Tsunami / Earthquake Drill:

Discussion – Time for an annual earthquake/tsunami drill. There was some question of the merits of having any first aid simulations. Discussion of inviting Red Cross or Community Response Team to participate to provide a table and distribute some information on preparation. Also need to provide additional training opportunities for first aid and preparation to those that are interested. Need to store survival supplies in attic of BFB. Need to make sure people are aware of where litters and other gear are stored on campus. Since there is no campus wide PA system, personnel should know that if they feel the ground shake, or hear anything on a NOAA All Hazards Radio, they should implement the plan, evacuate their building and head for the muster site on the hill. Would be good to have an after action discussion opportunity in a day or two in the Seminar room to collect concerns and improve process from a wider group discussion.

Recommendations – Plan drill for 10:00am October 15th. See if Red Cross and EMS can participate with a table.

Action – Randy Walker will send out a message on the HMSC community and Facilities message board on the time of the drill

Other discussion items as they come up

Dogs on Nature Trail: Devin Brakob – need a larger No Dogs sign for the Nature trail. Randy will get with Dawn Grafe to see about a better sign.

Identification of Boats in the SW lot: Hollis Lundeen asked if there was an easy way to identify who was responsible for boats in the lot area. Randy said that all vehicles and trailers should be tagged so that ownership was clear and could be contacted when needed. This will be part of the HMSC clean up effort to remove old unused vehicles, gear and trailers.

Light Pole near housing: Sean Matson brought up that the wires and wire ties to one of the light poles by housing is not secured with a cover and someone could get into the wires, like an inquisitive child. Randy will check into securing this pole.

09:55 no further business and the Safety Committee adjourned.