Occupational Health and Safety Committee
Meeting Minutes
Oct 28, 2026

Member Name	Department	Attended
April Sams	EHS	x
Randy Hicks	Chemistry	x
Zac Perry	Facilities Maintenance and Grounds	
Ry Malloy	Audio-Visual	x
Jay Ewing	Physics	
Louise Krampien	Art	
Vanessa Guerrero	Residence Life	
Austen Derry	Building Services	x
Aaron Haddeland	EHS	x
Adam Aristo	Faculty Administrative Coordinator	x
Jeff Brown	Biology	x
Harrison Giger	Project Manager Reactor	
Megan Regier	Project Manager Reactor	
Dhyana Westfall	Community Safety	x
Trevor Koch	Art	
Heather Quinn-Barron	Human Resources	x
Thien Khuu	Faculty	
Liam Kaas-Lentz	Theatre	
Sam Fey	Faculty	

Member Name	Department	Attended
Jerry Newhouse	Director of Reactor	x
Melissa Molek	Library	
Bobby O'Brien	Faculty	
Todd McCormack	AFOP	x

- Committee webpage
- Committee Shared Google folder
- https://reed-edu.zoom.us/j/94682426269

Call to order at 11:01 AM

- Welcome new members
  - OrOSHA requirement
  - Space to voice concerns you may have or bring items from your department to discuss corrective action
  - Building inspections
  - Accident/injury discussion
  - Trainings on bottom of agenda on what the role of safety committee and regulations
  - "Building inspections can show you areas of campus that you have never known before"-Ry
  - Inspection training for new members. Whenisgood will be sent out.

Follow up from last meeting (August)

- Smoking Policy
  - Separate from the safety committee, the Student Life Office reached out to Facilities about an educational campaign. This will hopefully reduce policy incoherence and second-hand smoke exposure. Student Life is taking the lead on this.
    - Tom-Seems to be a student led campaign that is hanging posters trying to educate their peers.
    - Aaron-We didn't feel it was necessary to make a formal request for changes. We will be good stewards of the policy.
    - Jeff-asking people to not smoke on pathways. 90% of the time people are friendly. Feedback was that sometimes there isn't a place for people to sit and smoke. The table was moved into the walkway and facilities moved it back so it wasn't a violation of policy.
    - Aaron-Grounds will be keeping eyes on the cigarette butt receptacles and move them back to where they are supposed to be .
- Bee Stings/Epi Pens

    - Have not addressed, will work on it soon. Hopefully by next time when bees are back.
    - Tom and Heather-where would we store them?
    - Aaron-with our first aid kits
    - Heather-maybe chat with SAIF
- Tom-trips/slips on walkways on campus. Maintenance did some concrete grinding on campus on fall break. More than .5 inch difference should be reported. We think we got most of them but if you see more.

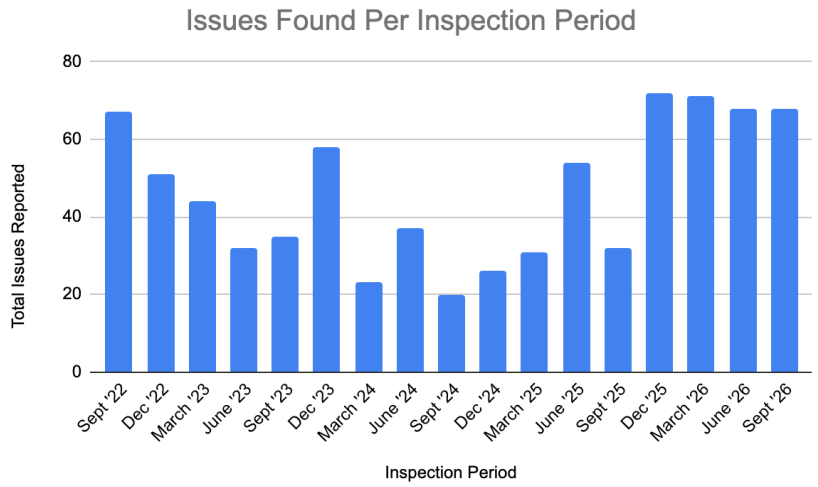
<u>Accidents/Injuries/Near Misses/Incidents</u>

- Slip and fall on stairs in Bookstore backroom
    - Installed grip tape on step tread - less slick and easier to see steps
    - Handrail being installed
    - 3 plywood stairs. The individual was walking and slipped. Plywood is pretty worn after years of use. Stairs also lacked handrails.
- Thumb caught between desk, damaged chair armrest
    - Provided a new chair with protected/intact arm rest
    - Reminded individual that issues that easy/small should still be reported so we can fix them before something bad happens
    - After years of use the arm rest was very worn and had exposed parts.
- Student - Class outting to Roller Skating Rink, broke ankle. Field trip injury.
- Student - Class field trip, rolled ankle while playing tag on grass. Tom-Maybe slow tag.
- Employee had a sore back after vacuuming stairs
    - Reviewed equipment, a unit with a longer tube was deployed to reduce bending
    - When new equipment is being purchased Ergonomics will be part of review process
    - They were using a hip vacuum which is very light but can cause you to bend more.
- Hit head on pipe
    - Working in mechanical area with low clearance, hit head on lowhanging pipe
    - Area rarely requires entry. Mark on PPE sheet to evaluate needs, including possible hardhat requirement
    - This area was within the steam tunnel. Bump caps are lower profile.
- Shelf fell in office space
    - Some of the older wall-mounted shelves do not have screws installed to secure the bracket from being knocked free
        - Have been remedying in dorms, but not all office spaces evaluated yet
- Twisted ankle while taking trashcan down ramp to dumpster
    - Heavy can, gained momentum, hard to control
    - 55 gal cans were left by dish return - not meant to be filled with scraps but instead used as transport for smaller trash bags in cans nearby
    - Asked to find storage area for 55 gal cans during day so they don't get filled accidentally
    - Last year we did a hazardous analysis of trash handling. Around campus we have implemented smaller trash cans to reduce the weight. Stashing big trash

cans away so they are not being used. Reiterating that they should take multiple trips if items are too heavy.

Inspections

- Building Inspections
- Sign-Up for December



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    - Large uptick in reported fire equipment access issues (blocked fire extinguishers, pull stations)
        - Maintain 36 inches of clearance
    - Slips/Trip/Fall hazards - some concrete work and pressure washing done during fall break to address these

Other Discussions

- New Member Stuff
    - Oregon OSHA mandated to have safety committee. “The purpose of safety committees and safety meetings is to bring workers and management together in a non-adversarial, cooperative effort to promote safety and health”
        - Meet every month to discuss safety recommendations, complaints, and investigate accidents
        - Conduct safety inspections of work locations (quarterly)
    - Oregon OSHA Safety Committee Training Suite
        - Modules are long, but have good information on our required actions.
        - Hazard recognition and accident investigation
            - Slides are in our shared drive under “Committee Resources”
    - Building Inspection Training

        - Will reach out to new members to schedule hands on training
- Root Cause Analysis Factsheet
    - Our accident analysis form has sections for both “immediate corrections" and “long term corrections” - root cause is useful for long term.
- CPR/First Aid Jan 19th at 9AM. Email if interested.
- Noise exposure monitoring for our facilities staff was done last week.

Meeting adjourned at 11:35 AM