Willamette University Safety Committee Minutes
Thursday, May 28, 2015
Harrison Conference Room

Keep until 05/28/16

Members Present
Jim Ames, Facilities, x4237
Leslie Coop, Co-Facilitator, Olin Science, x6734
Leslie Cutler, Eaton Hall, x6061
Rich Dennis, Campus Safety, x6907
SaVanna Huskey, Bishop Wellness, x6972

Katie Lahey, Human Resources, x 6210
Chris McFetridge, Hatfield Library, x6312
Kelly Slaughter, Recorder, College of Law, x5317
Ellis Webster, Portland AGSM, 503.808.9901

Members Absent
Karen Arthur, AGSM, x6850
Betsy Johnson, Facility Services, x6698
Sue Koger, Psychology Professor, x6341
Chris Linn, Bon Appetit
Linda Lombard, Financial Affairs, x6728

Rob Passage, Facilitator, Athletics, x6420
Lonnie Swihart, Facilities
Veronica Ramos, Human Resources, x6210
Toru Tanabe, TIUA, x3317

Meeting convened at 10:05 a.m. Meeting was facilitated by Rich Dennis in Rob Passage’s absence. Juan Aguylera sat in for Leslie Coop, who had to leave early.

The Minutes from the April meeting were accepted and approved.

Old Business

Item 1: Recycle bins & ramps
Jim spoke about the need for a way to make it safer for the custodial staff to empty the large indoor recycle bins in to the outside, lidded bins the recycling truck picks up. Removable ramps were discussed at prior meetings, but there is a question as to how expensive and practical that solution would be. It was suggested by some committee members that perhaps ways could be found to reduce the amount of recycling material that needs to be transported from the indoor containers to the outdoor bins. Two things suggested were, 1) have the bins emptied more often, while there are less materials in them, and 2) reduce the amount of free newspapers that are delivered to campus, as many of these papers are not taken and are therefore thrown into the indoor recycle bins, adding volume and weight to the bins. Discussion will continue at future meetings.

Item 2: Convex mirror at the corner of the 12th Street sky bridge
Rich met with Jan Gardner and after taking a look at the situation discovered that the existing mirror is too small and placed down too low on the bridge. It was decided that a larger mirror should be placed higher up on the bridge so people walking can see carts and mule trucks that are approaching them and so the drivers of these vehicles can see each other. The carts and mules need room to stop for each other, as the bridge is too narrow for two-way traffic, and there needs to be time and space between them so they can traverse the bridge one at a time. The Committee suggested that new drivers be trained and current employees be given a refreshment course for how to safely cross this bridge.

Item 3: Sparks Updates
Steps: the main entrance steps will eventually be reconfigured and replaced. Until that can happen, they will be repainted.

Cone Field ramps: re-doing the ramps that go around the basketball floor would be quite expensive (approximately $10,000). Therefore, other solutions are being discussed. One alternative would be to use a different location for non-sporting events such as the annual Pow-Wow and Luau. Perhaps these types of events could be held in Hinkle Gym, on Brown Field, or maybe on the Quad, under a rented tent. Another alternative would be to purchase temporary railing to use around elevated points and places during non-sporting events. This will be discussed more next month when Rob is present.

Item 4: Winter Street crosswalk between the Mill Stream bridges
Rich discussed this situation again with the City of Salem and the City has agreed to repaint the crosswalk. Flashing lights will not be placed here as the City places those only in areas where there are three or more lanes of traffic, such as on 12th Street. When the new academic year begins this Fall, Rich is going to suggest to the City that they do some stings during the times this crosswalk is most often used.
Item 5: Building Safety Captains
Rich indicated that Wendy Gleason is working on this.

Item 6: Lighting issues: Collins, Olin, Waller, Art, Skybridge
Jim and Rich performed a darkness walk around in these areas and found that trees need to be cut back and lights need to be covered, especially in the Art & Olin areas. They also found that lights need to be installed on the sky bridge, to be used when the soccer field lights are off.

New Business

Item 1: Requests from undergraduate students
Leslie Coop mentioned the Material Safety Data Sheets - MSDS Pro software expires at the end of June and wondered if we should renew this or not. Rich referred Leslie to Ross Stout.

Accident/Injury Report
Katie reported that there were no new incidents during the past month.

Willamette University community members are welcome to attend any meeting as a guest and are encouraged to contact any Safety Committee member with concerns and/or questions.

Meeting adjourned at 10:35 a.m.

Future Meetings: 3rd Thursday of each month, 10:00 a.m., Harrison Conference Room
June 18, 2015
July 16, 2015
August 20, 2015