Sonoma State University SETC/Teamster Sub-Safety Committee

Date: 09/24/18

Members:
Josh Gillespie – SETC
Jordan Lundberg – SETC
Craig Dawson -EH&S
Dana Twedell -AVP Facilities

Meeting items:
- Corp roof access- Engineer assigned to repair Auto Shop ventilation expressed concern with working on the corrugated roofing system and planned fall restraint. Identify another engineer that is more comfortable or contract out.
- Training – EH&S will attempt to set a schedule for two-hour blocks of training to maintain desired training intervals on various topics during the EH&S Director transition period.
- Safety Data Sheets (SDS) – A login will be issued to allow all necessary staff to view and ad/delete safety data sheets for each of the area e binders.
- Industrial ventilation and fess Tool – Engineering will determine if they can verify through as-buils and related information the required flow rate for industrial ventilation systems across campus to associate to preventative maintenance activities. If that cannot be done an outside vendor will be brought in to establish rates that engineers can compare against.
- Table saws (saw stop) - Shop to provide specifications on current table saws to have them replaced with Saw Stop brand.
- Track (Concession bldg. cleaning) (hammer throw netting) – Work order to repair netting and EH&S is obtaining a quote to have the concession building decontaminated.
- EH&S raised the important responsibility that ALL employees have to ensure issues identified are discussed and converted to work orders. If an issue is properly reported and a timely response does not appear to be happening than the requestor needs to follow up with responsible personnel and escalate if they feel it is warranted.

Last Meeting Items:
- Engineering would like to install natural gas shut off signs next to the gas valve at each building. Dana approved working directly with Engineering, Plumbing, and Maintenance to purchase a consistent sign and have it installed at each location, Work order was placed for Engineering to identify desired language order signs and place a second work order to have them installed.
- [IL Need to develop a valve cycling program. Valve cycling must be part of the Preventative Maintenance program and is being added to the processes to include. Plumbing and Engineering will need to identify locations and cycling intervals. This process is under review by Plumbing and Engineering shops.]