Sonoma State University SETC/Teamster Sub-Safety Committee

Date: 07/30/18

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

Purpose and structure: The goal of this committee is to create a local group committed to discussing, evaluating, correcting, and communicating workplace safety within Facilities. This group also meets the Contract Bargain Agreement language in the Unit 6 contract. The committee will review accidents/injuries and related investigations to prevent recurrence and provide additional training as warranted.

The Unit 6 Safety Steward will identify a representative from each Facilities Services shop. At least monthly meetings will be coordinated and held in advance of the managed sub-committee referenced here. The steward will bring forward items as raised in the shop group. The necessary information will be forwarded to the system-wide committee by the Safety Steward and shared with the campus safety committee as deemed beneficial. Urgent items will be brought forward to the appropriate personnel as soon as practical.

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.
• JL 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.

Last Meeting Items:

• Need to ensure shops are conducting semi-annual safety inspections and related follow up.
• The campus is installing RSS now, and full procedures need to start being developed to pilot the process and then roll out to all areas to implement EVERY time a task is to be conducted.

Follow up information: