UNION-MANAGEMENT SAFETY COMMITTEE
November 2019 Meeting Minutes

The monthly meeting of the Union-Management Safety Committee was conducted on November 12, 2019 by Jake Woods with the following individuals in attendance:

Kathy Cain-Babbitt   Landscape Services
Clara Davis    Environmental Health and Safety
Darrell Junkins   Landscape Services
Marcy Lynn    Maintenance Services
Kelly Randol    Landscape Services
Dr. Michael Shelden   Sindecuse Health Center
Ian Stamp    Maintenance Services
Juanita Snell    Custodial Services
Mark Weiss    Environmental Health and Safety

OLD BUSINESS

Kelly Randol previously provided an update to the pedestrian concern located in Parking Lot #48, Bernard Center / Ellsworth Hall. She had reviewed pictures of the situation with Landscape Services management and discussed methods of remediation. The issue involves medium sized stones, riprap, being located in an area that would be a preferred route by individuals who have exited their vehicles. The current walking route includes an inclined driveway that can experience heavy vehicular traffic. Darrell Junkins previously identified a possible location where a curb cut out could be installed. The Landscape Services department surveyed several options and intended on moving forward during the 2019 spring season but did not have a construction specialist on staff. The historical concern was re-introduced as a new business item Maintenance Services AFSCME representatives in March 2018.

Jake Woods previously provided an update to the issue involving damaged concrete stairs located between Lawson Ice Arena and the Miller Auditorium Parking Ramp. A previous inspection of the area revealed a number of the concrete stair tread in severely damaged condition; additionally some guard railing had become unattached. A FM work order was submitted and a majority of the repairs completed as of the June meeting. Some of the guard railing and stair tread / stair landings were still in need of repair as of the September meeting; an email encouraging the completion of the repair work was sent to the Landscape Services department. The issue was originally introduced by Landscape Services AFSCME representatives in May 2019.

Jake Woods previously provided an update to the concern involving damaged exterior concrete steps located at a Miller Auditorium emergency exit. Jake surveyed the location and found some stair landings and nose edges to be damaged. It was determined that the condition of materials could pose a trip and fall hazard to patrons exiting the building. A FM work order, #LS-103090, was submitted on 8/13/19.

Jake Woods previously provided an update to the concern involving damaged bricks located behind a bench-seating fixture near SW#1 of the Miller Auditorium Parking Structure (#2). Jake investigated and observed some wall cap bricks to be in disrepair. The damaged bricks could pose a fall hazard to
individuals using the bench and pedestrians walking on the lower level pathway. The materials could also present a trip and fall hazard to Landscape Services personnel who maintain the plant/flower bed on the upper side of the wall. A FM work order, #LS-103091, was submitted on 8/13/19.

Marcy Lynn provided an update to concern involving damaged concrete walkways and stairs at Waldo Stadium. The damaged pedestrian pathways were observed during annual cleaning of the facility that was completed by the Custodial Services special projects group. Clara Davis and Jake Woods conducted a survey of the facility following the August meeting. Numerous, but isolated, areas of damaged concrete walkway and stair surfaces were observed throughout the complex. A report detailing the damaged building materials and map with locations was sent to the Athletics department for awareness and planning of future repair projects. A project to conduct repairs was funded ($80,000) through the Facilities Management deferred maintenance program; start/work dates are to be determined.

Clara Davis provided an update to the concerns regarding damaged concrete stairs that lead to the Waldo Library fountain area located behind Kanley Chapel. An onsite assessment confirmed damaged walkway materials that present a trip and fall hazard. A FM work order requesting repairs be performed, #LS-103178, was submitted on 10/10/19. Representatives from the Landscape Services department mentioned that the stairway in question is closed during the winter season.

Jake Woods provided an updated to concerns from Custodial Services personnel regarding over weight/loaded trash containers located at the catered areas of Waldo Stadium and Lawson Ice Arena. The issue at Lawson Ice Arena is especially problematic due to the fact the waste containers must be transported down the stadium seating stairs. Jake sent a message to the Athletics department explaining the situation; the information was subsequently conveyed to the third-party catering providers of each respective location.

Jake Woods provided an update to the concerns regarding recently installed railing that is connected to the Ellsworth Hall parking structure (#1). Maintenance Services personnel previously stated that the railing causes a visual obstruction and that close calls between pedestrians and vehicles had been observed. The railing itself is too tall and the spacing between rungs is too narrow; these factors coupled with the angle at which the railing approaches the road causes pedestrians in the walkway to nearly disappear. Jake investigated and found the condition and visual impairment to be as stated. He subsequently contacted the Projects and Construction group who managed the installation and requested that the safety concern be reviewed; no response was received regarding possible changes to the fence. Mark Weiss stated he will continue follow up regarding the situation.

Jake Woods provided an update to the concern involving vegetation that is causing a visual obstruction at a crosswalk near the Miller Auditorium parking ramp (#2). Landscape Services personnel previously stated that they had received concerns from pedestrians regarding the issue. The overgrown vegetation impairs the vision of vehicle operators on Ring Rd. It was recommended that the vegetation be cut back at least 4’ or up to the nearby hillside. Jake performed a survey of the situation in question and followed up by submitting a FM work order, LS-103174 on 10/8/19, requesting that the vegetation causing the visual obstruction be removed.
Jake Woods provided an updated regarding the concern involving a Seeyle Center trash dumpster had been moved a considerable distance from the building. Custodial Services personnel were concerned with the increased travel distance necessary to dispose of refuse; some of the pathways required to travel are unpaved. Committee discussion resulted in recommendations of moving the dumpster back to original location or procure off road carts for the waste transportation. An onsite survey of the situation revealed the dumpster had been moved to the original location.

COMPLETED/CLOSED

Jake Woods provided an update to the request for a comprehensive folder containing safety data sheets of all chemicals used by the Custodial Services department. The requested documentation would provide benefit for supervisors in case of an emergency/injury, particularly afterhours or weekends. Jake obtained a list of all substances used by the department, compiled applicable safety data sheets, prepared a folder containing hard copies of the documentation that was subsequently given to the department for dissemination, and updated the online database accessible through the EHS website (http://www.esem.wmich.edu/msds.htm)

COMPLETED/CLOSED

PROJECT LIST

Marcy Lynn stated that funding for item #2 Waldo Library (Stack area to section G - ladder w/hatch: 13'-0") was recently approved.

NEW BUSINESS

Kathy Cain-Babbitt introduced a concern involving the atmospheric monitoring system located within the Landscape Services garage at the Campus Services Building. The system monitors for hazardous levels of carbon monoxide and nitrogen dioxide that result from the operation of combustion powered engines. The issue involves elevated frequency of alarms observed; it seems that a monitor may be out of adjustment or is not working properly. Jake Woods will investigate and provide a follow up.

Kelly Randol introduced a vehicular safety concern located near Lawson Ice Arena. She mentioned that the stop sign located at the intersection of Bronco Way and Lawson Drive is in a position that requires drivers to stop and then slowly proceed forward into the roadway in order to be able to get a clear view of oncoming traffic at the intersection. Jake Woods will contact DPS/Parking Services and provide a follow up.

Jake Woods introduced a walkway concern that was made known to him by the Landscape Services group. The issue involves slippery concrete steps located at the entry of Goldsworth Valley #2 (Eicher/LeFevre). It was thought that a recent construction project may have left the cement fixtures with a smooth finish rather than brushed. Jake will investigate and provide a follow up.

SAFETY HAPPENINGS

Clara Davis mentioned that three slip and fall injuries had occurred within the past two days. She encouraged everyone to be mindful when walking during inclement weather and to practice walking like
a penguin. Juanita Snell stated that she will convey the safe walking reminder to Custodial Services personnel during upcoming staff input meetings.

Marcy Lynn stated that carpentry tradespeople are scheduled for their annual audiometric examinations.

Clara Davis expressed the importance of using approved holiday decoration displays and Christmas trees in campus buildings as a safety measure to prevent fires. The EHS department has a guidance document that can be found on their website: https://wmich.edu/ehs/policies. Mark Weiss also emphasized the importance of keeping egress pathways and access to fire extinguishers unobstructed.

Dr. Michael Shelden stated that Sindecuse Health Center has limited quantities of the enhanced flu vaccine for individuals who are 65 and older; regular dose vaccine is also available and not in limited amounts. He encouraged all committee members to get vaccinated if they have not already, this is especially important during the holiday season due to the number of individuals on campus who will travel abroad and then return to campus. Dr. Shelden also stated that the annual review of campus AED devices is being completed.

Kathy Cain-Babbitt stated that the Landscape Services construction crew will be receiving heavy equipment training from AIS Construction Equipment.

Kathy Cain Babbitt mentioned that Maintenance Services tradespeople are being offered YakTrax (anti-slip footwear) and that the devices would also provide benefit to Landscape Services personnel. Committee discussion revealed that the procurement of equipment is a department led initiative.

The next UMSC meeting will be held on Tuesday, December 10 in the shared conference room located on the ground floor of the E.W. Building at 10:00 a.m. Please send a substitute representative if you are unable to attend.