



Facilities Services Safety Committee Meeting Minutes

December 17, 2018

Corporation Yard 101

Attendees:

Ellen Cleary (Co-Chair, Director of Housing)
Michael Sablich (Co-Chair, Chief Engineer)
David Abordo (Fire-Life-Safety Manager)
Jeff Madigan (EH&S Consultant)
Raymond Santiago Castillo (Electrical Trades Shop Supervisor)
Deborah Elia (Housing Trades Shop Supervisor)
Jaime Alvarado (Housing Trades Shop Electrician)
David Hagstrom (Plumbing Trades Shop Supervisor)

10:10AM: Motion to Open Meeting by Michael Sablich - Seconded by Ellen Cleary.

Statement of Meeting's Intentions:

The goal of the monthly facilities services safety committee is to address shared concerns within SFSU Facilities regarding: health and safety, training and equipment, and improvements that will benefit the campus community.

New Business:

- Michael Sablich: In past experience at CSU Maritime, campus Police attend these meetings. Look into inviting them to attend.
- Jaime Alvarado: ~~False~~ [Nuisance] Fire Alarms reported to from UPD fire alarm going off due to people smoking. By the time they arrive the issue is not there any longer so is hard to pin down. Recommend: Res Life enforcing smoking ban on buildings more strictly.
- Ray Castillo: Staff members bringing heaters, coffee makers, and items from their house to Admin Building it messes with heating and electrical system. Process to let the staff know they are not able to do that should be evaluated. Sometimes people hide having heaters when they trip breakers because they know they shouldn't have them. Additionally, it is not a chargeback so it's free to the staff member/department for power to be restored.
 - Temp is set at 68 degrees across the CSU for energy savings. Resolution on people bringing in their own space heaters, home appliances: non-approved electrical appliances. Should be a building coordinator level announcement, EHS to be the group to approve appliances.



- Committee recommends increasing temperature from 68 degrees to 72 degrees in campus buildings - bring to building coordinators.
- Michael: Set-points on building need to be able to raise temperature as cold snaps set in.
- Committee can determine if it is more safe/beneficial to have building temperature set higher therefore problems with
- Temporary heaters (electrical/heating safety) will be eliminated. Electricians repeatedly called for tripped breakers due to temp heating.
- Ellen: Recommending pick-ups 2x week Recology until pest issues abate in Housing areas especially externally.
- Jaime: UPN/UPS exterior lighting. To improve lighting we have to do a full system upgrade and external lighting is very old, study should be done to determine if it is necessary given recent grounds removal of bushes/landscaping that now makes exterior areas need additional lighting.

Announcements/Discussion:

- Review of EHS training for OSHA compliance handout and HR/CSU mandated training.
- Jeff: Ask UPD if they can do A.L.I.C.E. training for trades, housekeeping, and labor. Keep track of training on spreadsheet for who is attending training for each group. Upcoming management/training tool Sum Total should be able to keep track of what trainings each person is responsible for. By Jan 15 any trainings should be written and provided to Jeff before chancellor's office review in mid-January. Fork lift licensing for training for Laborers in January in anticipating for them to expiring in February. Including Housing/Grounds in upcoming regular safety training.
- January: Upcoming awareness training: Fall safety, fall protection, harness training (consider combining housing, grounds to campus facilities monthly training).
- Michael: recommendation for safety awareness for asbestos. People will be asking questions on labels that indicate asbestos in certain areas. Look into specifics of where asbestos exists and ensure workers are aware of specific material in specific areas.
- Custodians need to attend the electrical training which is online, but can be presented in-person too.

11:05AM: Motion to Close Meeting by Michael Sablich - Seconded by Ray Castillo. Meeting Adjourned.