
Interdepartmental Correspondence
Environmental Health and Safety
Occupational Health and Safety Office
Box 354400, 206.543.7388, FAX 206.543.3351
www.ehs.washington.edu

DRAFT UNIVERSITY-WIDE HEALTH AND SAFETY COMMITTEE MEETING MINUTES

January 14, 2009 1:00-2:30 pm – UW Club, Lower Level Conference Room

In Attendance

Connie Bartlett (1)
Leslie Anderson (1)
Ron Fouty (2)
Pete Federici (2)
Paul Zuchowski (3)
Barbara Lovseth (4)
Bob Ennes (4)
Rich Lee (4)
Chuck Treser (4)
Peter Rackers (5)
Larry Sommers (SEIU
Local 925)
Ken Jones (7)
Tracy Harvey (6)

In Attendance

Stephen Costanti (8)
Michael McMillan (8)
Jack Herndon (9)
David Zuckerman (10)
Kristian Haapa-aho (11)
Paul Bentson (WFSE 1488)
Elizabeth Dahl (Ex-O, AGO)
David Leonard (EH&S)
Denis Sapiro (EH&S)
Michael Merrill (EH&S)
Wendy Winslow-Nason (Ex-O,
RM)
Carol Garing (Crtv Com)
Siri McLean (UWEM)
Barbara McPhee (EH&S)

Not Present

Diane Hanks (3)
Ed Farnham (4)
Jan Whittington (5)
Megan Amen (5)
Sherri Huber (6)
Deborah Conley Staerk (7)
Michael Glidden (9)
Margery Cooper (10)
Ray Hartman (11)
Bill Armstrong (Ex-O, FS)
John Freudenthal (UAW
Local 4121)

Agenda

1. Call to order
2. Presentation: Joseph Kwok (EH&S) "Demonstration of the new OARS"
3. Minutes Approved
4. Group Reports – Union Reports
5. Safety Committee Re-organization
6. EH&S Report – L&I inspections
7. New Business
8. Adjournment

Recorded: by Michael Merrill

1. Meeting was called to order by Denis Sapiro until Chair, Ron Fouty, could arrive.

2. Presentation: Joseph Kwok “Demonstration of the new OARS”

Joseph began his live demonstration on the EH&S home page where he clicked on “Accident Reporting (OARS)” in the left column under “Popular Links”. This took us to <http://www.ehs.washington.edu/ohsoars/index.shtm> which contains the link to enter OARS.

Before clicking on the first bullet, titled “Enter the Online Accident Reporting System (OARS),” you may explore several tools designed to familiarize you with the new system:

- A PowerPoint presentation (Office 2003) about the new OARS
- A self-contained Practice Site for the new OARS (no notifications are made to anyone).
- Frequently Asked Questions (FAQ’s) regarding the new OARS.
- A poster you can download to promote accident reporting.
- Other information such as motor vehicle accidents, workplace violence and Workers’ Compensation.

When you need to enter the new version of OARS to report an actual accident, you will be asked to login with your UW NetID and password. (At this point, you will most likely click on “Create a New Report.”) The first time you login, you may be asked to verify personal contact information.

3. There being a quorum, December Minutes were approved as written.

4. Group Reports – Union Reports

Group 1, Administration/Other Academic Programs: Connie Bartlett reported that adverse weather conditions gave everyone a chance to review their inclement weather plans. Recent moves to the UW Tower have required several organizations to update their written Health and Safety Plans. The committee also discussed possible topics for presentations in upcoming safety meetings.

Group 2, Finance and Facilities: Pete Federici reported their last meeting was a “work meeting.” Following their move into the UW Tower, several folks had questions regarding “essential” personnel on snow days. The majority of departments have completed online asbestos training. Surprisingly, there were few accidents in December.

Group 3, Student Affairs: Paul Zuchowski reported cancelling their December meeting.

Group 4, Health Sciences/Hospitals: Barbara Lovseth reported having a “holiday bash” meeting December 16th. Joseph Kwok updated them on the new OARS and Bob Ennes updated them on the G/H-Wing remodel. OARS reports were reviewed for the UWMC. Kathy Maher was sick so there wasn’t an OARS report from HMC.

Group 5, Built Environments: Peter Rackers reported cancelling their December meeting. They have had no accidents/incidents except for the theft of a keyboard. Some shrubs are being removed for security reasons. The College has changed its name from the “College of Architecture & Urban Planning” to the “College of Built Environments.”

Group 6, Arts & Sciences: Tracy Harvey reported that copies of their Dean’s letter to Administrators often weren’t distributed to Building Coordinators or other key people. The Committee is planning to remedy this by inviting Safety Coordinators to their own special meeting. An appropriate agenda is currently being developed.

Group 7, UW Bothell: Ken Jones announced that the Committee’s recent election resulted in three new members. There were no OARS reports to review. The campus suffered wind and snow damage during the bad weather and was closed for 5 days.

Group 8, UW Tacoma: Michael McMillan reported postponing the January meeting due to lack of a quorum. Each building now has at least one 2-way radio. Together, the radios form a central hub in an emergency. They have been conducting fire drills – as of last week they have been held in all buildings.

Group 9, Engineering: Jack Herndon reported having no OARS cases to review. They met on 12/11/08 but won’t be having a meeting in January. There was an incident last night in which the basement floor of More Hall was filled with a nasty odor. The odor was traced to Mueller Hall in which a primary investigator was working outside of a fume hood. In addition, it was discovered that the lab and its building were over-pressurized, which contributed to spread of the odor. Assistance was able to show up in about 10 minutes from EH&S (Jay Herzmark) and Facilities Services. Lack of space in the hood was given as the reason (excuse?) for working outside of the hood. There is concern that the situation could have been worse if the odor threshold had been higher or the material more toxic. Remember to call 911 first!!

Group 10, Forest Resources: David Zuckerman reported that the recent storm caused the loss of 16 rare or exceptional trees which were uprooted. Lots more damage will be discovered when growth starts in the spring.

Group 11, Ocean & Fishery Science: Kristian Haapa-apo reported having no December meeting. Evacuation Warden training is done for Oceanography so now drills are being planned as the next step. Note: it is not safe to bring lithium batteries directly to the surface from the ocean floor (they will explode!).

WFSE 1488: Paul Bentson requested a copy of the L&I report regarding the electrician accident in the Health Sciences Building. Denis explained that it is available on the EH&S web site and a copy was also sent to Art Wade. Paul is concerned that there are possible differences in Lockout/Tagout (LOTO) at UW Bothell and UW Tacoma compared to the Seattle campus. Denis explained that the issue is one of documenting observation during the year rather than “training.” Arc flash protection/ PPE for high voltage tasks and appropriate signage and training need to be reviewed and updated. Many people currently could be contacted for non-compliance.

UAW 4121: John Freudenthal not present.

SEIU 925: Larry Sommers reported no safety issues at the moment.

5. Safety Committee Reorganization:

A twelfth committee is being discussed but hasn't been approved. The proposal is to split Group 4 which is quite large. The Harborview and UW Medical Centers - and the Consolidated Laundry – would form Group 12 and the organizations that are left would continue being Group 4.

Denis referred to an L&I document in our handouts “Amended Permanent Variance” about UW Health & Safety Committee Structure and Elections. L&I has reviewed and approved this Variance – please post it throughout your groups. On the second page under “Our Investigation Determined,” the second bullet reads:

“Our determination is to grant this variance request with the understanding that a minimum of 12 safety and health committees (1 university-wide, 11 groups, and more if determined necessary by each work group) are allowed to operate full authority provided by the standard.”

Thus the UW can determine how many safety committees it has. (The official definition of “work site” was intended to require one safety committee per “work site”.) Elections this fall will be for 2-year terms. One committee, UW Bothell, has staggered its membership by electing half of the committee every year. Ken Jones said this system has worked well for Bothell, since it takes a while for new members to get up to speed. Denis would appreciate comments from members on the idea.

6. EH&S Report – L&I Inspections:

Denis Sapiro reported:

- There were fewer accidents than expected during the recent harsh weather. Facilities Services did a great job considering all the ice and snow. Hopefully, the presence of lots of safety signs also helped to prevent injury.
- Questions have come up regarding the designation of “essential personnel.” Denis explained that these decisions are not up to EH&S – individual work units must work with Human Resources to clarify their choices.
- The color-block emergency posters need to be updated. EH&S would appreciate hearing suggestions from you. Plexiglas holders were suggested – they hang on the wall and allow you to replace documents that just slide in.
- The Faculty Senate is still trying to find someone to represent it on the U-Wide Health & Safety Committee.
- The railroad tracks that run through the Tacoma campus will be removed. Thus there will be no question in the future about possible derailment.
- Regarding the search for a new EH&S Director, the third candidate (the last to be scheduled) was interviewed on Monday. All participants in the interviews have been invited to share their comments in a Catalyst survey. A meeting will be held tomorrow to assess the next step. Barbara McPhee continues to serve as Acting EH&S Director during the search for a Director.
- The L&I compliance inspection at HMC for public safety officer hazards has been appealed in part with the settlement conferences continuing.

- L&I closed investigation of the electrician's electrical shock and will cite the University for one serious violation and one general violation. The assessment of \$4,500 has been paid. The UW was instructed to comply with the "observation" requirement in Lockout/Tagout (LOTO).
- L&I has opened a new inspection into the safety of plumbers entering labs and animal research areas in the Health Science Building. This inspection is expected to close the last week of January.
- The L&I deadline for the UW to demonstrate its asbestos signage is 1/28/09. Labeling is complete for Schmitz Hall, Johnson Annex, Kinkaid, and the T-Wing. The T-Wing took several weeks. HMC has agreed to begin applying labels. The UWMC is starting to discuss the process.

7. New Business:

Peter Rackers alerted members to their new name. The College of Architecture and Urban Planning is now called the "College of Built Environments." Please update any references to the old name on the web or other locations.

8. Meeting was adjourned by Chair, Ron Fouty.

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