UNIVERSITY-WIDE HEALTH AND SAFETY COMMITTEE
MEETING MINUTES

April 12, 2006 1:00-2:30 pm
University of Washington Club

Membership:

➢=Present
★=Alternates

Group 1
➢ Robin Wood
➢ Jon Organ

Group 2
➢ Ralph Richardson
➢ Ron Fouty

Group 3
➢ Diane Hanks
➢ Paul Zuchowski

Group 4
➢ Debra Glanister
➢ Stephanie Steppe

Group 5
➢ Penny Buffo
➢ Barbara Masaki
➢ Lois Fink
➢ Carole Davison

Group 6
➢ Mary Pullen
➢ Sheri Huber

Group 7
➢ John Miller
➢ Kelly Hudson

Group 8
➢ Danette Rogers
➢ Darren Bailey

Group 9
➢ Jack Herndon
➢ Tracy Erbeck

Group 10
➢ David Zuckerman
➢ Margery Cooper

Group 11
➢ Laurie Bryan
➢ Kathleen Newell
➢ Charlotte Boynton
➢ Thomas Pool

➢ SEIU 925, AFL-CIO Larry Sommers

Ex-Officio:
➢ T.C. Richmond -- Attorney General’s Office
➢ Anne Guthrie – Facilities Services
University-Wide Health & Safety Committee
April 12, 2006

Andrew Faris – Risk Management
Kim Wheeler – Safety and Security, UWT

Other Attendees: Denis Sapiro – Environmental Health & Safety
Pam Moore – Computing & Communications
Carol Garing – Publication Services
Dave Leonard – Environmental Health & Safety
Sharon Murphy – Environmental Health & Safety

Recorded by: Michael Merrill

Agenda
1. Call to order and Introductions
2. Group Reports
3. Minutes
4. No Smoking Rule: Dave Leonard
5. OARS: Denis Sapiro
6. EH&S Report
7. Adjournment

1. Call to order
Chair Robin Wood called the meeting to order. Dave Leonard from EH&S introduced Denis Sapiro, the new Manager of Occupational Health & Safety (OHS), replacing Susan Alexander who now manages the new Research and Biosafety Office (RBS). Members introduced themselves around the room.

2. Group Reports

Group 1, Administration/Other Academic Programs: Jon Organ reported that Group 1 compared notes on Health & Safety Plans and brainstormed ways to improve. His Group meets the same day as the U-Wide, so in this morning’s meeting Robert Shadel from EH&S led a discussion of evacuation drill training and planning, the role of evacuation wardens, and highlights of the campus emergency plan.

Group 2, Executive Vice President: Ron Fouty reported that Group 2 met March 9th. Ric Carlson gave a short but excellent PowerPoint presentation. He used his work location (Purchasing & Accounting Building) as the subject for discussing the expectations of/for department supervisors and managers in an emergency (such as accounting for personnel, etc.).

Group 3, Student Affairs: no one was present.

Group 4, Health Sciences/Hospitals: Stephanie Steppe reported that Steve Charvat (Office of Emergency Management) gave Group 4 a presentation just before the earthquake drill. Health Sciences attempts every year to use its audio system in this
drill. She also reported that a faculty member has developed a lab safety program presentation that is available for anyone to use and modify for their own use.

**Group 5, Architecture & Urban Planning:** no one was present

**Group 6, Arts & Sciences:** Larry Sommers reported Group 6 met yesterday (4/11/06). They reviewed weekly reports and discussed emergency operations. The committee is developing strategies for obtaining funding for safety improvements.

**Group 7, UW Bothell:** Kelly Hudson reported that Group 7 focused on earthquake preparedness and developed an earthquake inspection form. The form lists various structures, such as bookcases and shelves, which should be secured. The group distributed pamphlets to go along with their earthquake drill. This was their first evacuation drill (ever) and was mandatory. Scripts were developed for floor wardens and the PA system was used. The drill generated requests for safety walk-throughs. Other issues discussed were standardizing a method for tracking MSDS’s and crosswalk lighting (dangerous situations exists). John will hold additional meetings for “regular” safety issues.

**Group 8, UW Tacoma:** Danette Rogers reported little interest or support for the earthquake drill, but Group 8 did distribute handouts for preparing emergency kits for home and car. Kim Wheeler said UWT’s online emergency plan is being revamped.

**Group 9, Engineering:** Jack Herndon reported that Group 9 will discuss emergency plans at their next meeting.

**Group 10, Forest Resources:** Margery Cooper reported success with the student woodshop issue. Weekly faculty meetings may be an opportunity to involve faculty in safety issues.

**Group 11, Ocean & Fishery Science:** Charlotte Boynton reported their next quarterly meeting will be in May.

### 3. Minutes

Minutes for the March meeting were approved as they appeared in the EH&S web site.

### 4. No Smoking Rule: Dave Leonard, PowerPoint Presentation

Initiative Measure No. I-901 amended the Clean Indoor Act in several ways, including:

- **The term “public space”** would be expanded to include a reasonable distance around each public facility, presumptively defined as 25 feet from entrances, exits, windows that open, and ventilation intakes that serve an enclosed area where smoking is prohibited.

- **Smoking would also be prohibited in “places of employment,”** defined to include any area controlled by an employer which employees are required to pass through, such as: entrances and exits to places of employment; a reasonable distance (presumptively 25 feet) from entrances, exits, windows that open, and ventilation intakes; work areas; restrooms; conference and classrooms; break rooms and cafeterias; and other common areas. The requirement to post “no smoking” signs in public places would also be extended to places of employment.
The University is developing a smoke-free campus with limited areas designated by the EH&S Director where smoking is allowed.

- Emergency WAC (previously in place) has a new section: WAC 478-136-035 Smoking Policy for University Facilities.

  (a) Except as provided in subsections (1) (b) and (c) of this section,

  - **Smoking is prohibited in all university facilities,**
    including but not limited to vehicles, inside all buildings owned or occupied by the university and/or used by the university’s faculty, staff, or students, **and at any outside areas or locations.**

  (b) Smoking may be permitted in university student housing in accordance with smoking regulations established for those facilities by the vice-president for student affairs.

  (c) Smoking may be permitted in specific designated outdoor locations approved by the director of EH&S, Environmental Health & Safety, as smoking areas in accordance with Chapter 70.160 RCW and published on the Environmental Health & Safety web site. Signage will be placed to indicate the designated locations.

- Permanent WAC is being created by the Smoking Rule Revision Task Force. Signage is currently being designed.

**Enforcement:**
- Dollar amount of fine will be defined in the WAC.
- A map will be distributed showing enforcement areas
- Policy information will be given to U-Wide members.

**5. OARS: Denis Sapiro**
Denis offered to come to any safety committee meeting to listen and gather input regarding OARS before Version 2 is finalized. Ron Fouty immediately requested him to attend the Group 2 meeting on May 11th.

**6. EH&S Report**
There are 2 ongoing L&I inspections:
- Husky Den asbestos signage and labeling.
- In March (before Denis) there was an anonymous complaint that repair people are working on equipment, such as sinks and fume hoods, that may not have been decontaminated. Investigation is still going on and the UWMC Maintenance Program is being reviewed.
7. **New Business**
Anne Guthrie mentioned a complaint from Schmitz Hall regarding dogs in the building, and observed there are an increasing number of dogs on campus. Dave said an article on the dog issue would appear in the next EH&S Newsletter.

8. **Adjournment**
Robin adjourned the meeting at 2:15 pm.