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Interdepartmental Correspondence  
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## UNIVERSITY-WIDE HEALTH AND SAFETY COMMITTEE MEETING MINUTES

August 12, 2009 1:00-2:30 pm – UW Club Conference Room

### In Attendance

Leslie Anderson (1)  
Connie Bartlett (1)  
Ron Fouty (2)  
Pete Federici (2)  
Chuck Treser (4)  
Sherri Huber (6)  
Ken Jones (7)  
Stephen Costanti (8)  
Michael McMillan (8)  
Jack Herndon (9)

### In Attendance

Kristian Haapa-aho (11)  
David Zuckerman (10)  
Elizabeth Dahl (Ex-O, AGO)  
Tracey Mosier (Ex-O, FS)  
Carol Garing (Crtv Com)  
Sterling Luke (FS Guest)  
Bill Armstrong (FS Guest)  
Jude Van Buren (EH&S)  
Denis Sapiro (EH&S)  
Lana Georges (EH&S)  
Rick Gleason (Fac. Senate)  
Laura Davenport (SEIU - 925)

### Not Present

Diane Hanks (3)  
Paul Zuchowski (3)  
Barbara Lovseth (4)  
Bob Ennes (4)  
Rich Lee (4)  
Megan Amen (5)  
Susie Sargent (5)  
Tracy Harvey (6)  
Deborah Conley Staerk (7)  
Michael Glidden (9)  
John Freudenthal (UAW Local 4121)  
Ray Hartman (11)  
Paul Bentson (WFSE 1488)  
Margery Cooper (10)  
Wendy Winslow-Nason (Ex-O, RM)  
Steve Charvat (UWEM)  
David Leonard (EH&S)  
Michael Merrill (EH&S)

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### Agenda

1. Call to order
  2. Administrative Policy Statement 10.11 – UW Health and Safety Committees
  3. Minutes for July
  4. Group and Union Reports
  5. Video 'Eyes & Face Protection in Chemical Laboratories'
  6. EH&S Report and L&I Inspections
  7. Adjournment
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Recorded: by Lana Georges

**1. Meeting was called to order and facilitated by Ron Fouty.**

**Guest introductions:**

Bill Armstrong will be parting from the committee and will be replaced by Tracey Mosier. Tracey was introduced at the meeting. Denis introduced Lana Georges who is substituting for Michael Merrill.

**2. Denis Sapiro distributed APS 10.11. Key topics in APS include:**

- A. Elections
- B. Labor and Industries (L&I)
- C. Guidelines Handout

A. Elections

- For 2010-2011. Candidates must not be in managerial positions to run as representative. Committee Heads and Committees independently decide how many representatives are on the committee and who they represent. The minimum number of representatives for each group is five.
- Specifics of timing for elections can be found on page 4 part VI B. Michael Merrill will be distributing samples of documents including a timeline of events starting with Committee Heads appointing election coordinators.
- Voter outreach is left to the discretion of Committee Head and Committee. Suggestions for election nominations and balloting include: electronic (using WebQ) or hard copy ballots.

B. Labor and Industries (L&I)

- May audit UW following elections
- Will request records if auditing. Thus, **record keeping by election coordinator is essential.**
- Stresses wide employee involvement in nomination and voting process.

C. Guidelines Handout

- See handout for proposed changes to and re-organizing of Health and Safety Committee Groups
- Vice Chancellor selects election coordinator at UWT and UWB. Dave Leonard will liaise with UWT and UWB campuses to help with elections.

**Additional information**

- EH&S requests comments and feedback from all committee members regarding APS 10.11. August 28, 2009 is the deadline for comments.
- EH&S director, Jude Van Buren, will copy committee groups on dean and provost correspondence to enhance communication and awareness committee groups.

**3. Minutes for July were approved.**

**4. Group and Union Reports**

**Group 1, Administration/Other Academic Programs:**

University-Wide Health & Safety Committee  
August 12, 2009

1. Reviewed Accident Reports
2. Suggestions for group education
3. Elections

**Group 2, Finance and Facilities:**

1. Reviewed Accident Reports
2. Improved analysis of accident reporting especially on corrective action section.

**Group 3, Student Affairs: not present**

**Group 4, Health Sciences/Hospitals:**

1. Had SAFE Campus representatives present work place violence prevention training.
2. Didn't have a chance to review OARS reports so they will be reviewed in September.

**Group 5, Built Environments: not present**

**Group 6, Arts & Sciences:**

1. Elections
2. Accident and Incident report reviews

**Group 7, UW Bothell:**

1. No accidents to report
2. Flashing lights and audio alert installed on pedestrian walkways. This was done as an accident prevention effort.

**Group 8, UW Tacoma:**

1. One accident report dropped for lack of detail and information
2. Fire drills
3. Revisited work place violence prevention training
4. Elections

**Group 9, Engineering:**

1. No accident reports
2. Report of vandalism in More Hall (i.e. graffiti using biological material);
  - Suggesting more vigilance to deter such activities.
  - Persons are reported to have been overstaying in the law school library, too.

**Group 10, Forest Resources:**

1. Positive feedback on Emergency Preparedness presentation by Darren Branum and Siri McLean from Emergency Management

**Group 11, Ocean & Fishery Science:**

1. Suggest posting building hours on building doors to deter mischief and vandalism and assisting UWPD in corrective action if necessary

**SEIU 925:** Laura Davenport said the union will be working to get more representatives on Health and Safety Committees. This meeting was the first time Laura had an explanation of how elections were to be held.

**WFSE 1488:** Paul Bentson not present.

**UAW 4121:** John Freudenthal not present.

**Faculty Senate:** Rick Gleason reported customizing the monthly safety and health topic of their classes to the hazard at hand – heat stress. They used the free L & I Outdoor Heat Related Illness video (available free on DOSH's website) on the day it was 103 degrees.

**5. Video** '*Eyes & Face Protection in Chemical Laboratories*' postponed.

## **6. EH&S Report – L&I Inspections:**

Denis Sapiro reported:

- According to WISHA, temperatures exceeding 89 degrees F greatly increase risk of heat stress

Pending L & I University Actions:

- L&I consultation requested on asbestos release in McMahan, June 15 – 26, 2009.
- L&I advise requested on Workmen's Compensation costs by Risk Management.
- Variance requested for stairwell in the Old Firehouse at HMC because there is not the required clearance.
- A Telephone Fax investigation has been started into the complaint about mold and asbestos dust exposures in BB Tower on the 10<sup>th</sup> and 9<sup>th</sup> floors after a water pipe broke on July 29<sup>th</sup> during an asbestos abatement project on a hot water line.
- Meeting concluded with briefing on worker's compensation and formation of a 'Return to Work Committee'
- All handouts discussed in the meeting will be electronically distributed to committee groups

The meeting concluded with briefing on worker's compensation and formation of a 'Return to Work Committee.' All handouts discussed in the meeting will be electronically distributed to committee groups.

The next meeting is in Electrical Engineering 303 across the street. Michael Merrill will be requested to post signs in and around elevators because of tricky navigation.

**7. Chair, Ron Fouty, adjourned the meeting.**