UNIVERSITY-WIDE HEALTH AND SAFETY COMMITTEE
MEETING MINUTES

Nov. 8, 2006 1:00-2:30 pm
University of Washington Club

Membership:

Group 1
Robin Wood
Jon Organ

Group 2
Ron Fouty
Ric Carlson

Group 3
Diane Hanks
Paul Zuchowski

Group 4
Debra Glanister
Ann Aumann★
Stephanie Steppe
Julie Worlein★

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
1. Call to order

Chair Robin Wood called the meeting to order and introduced Liz Dahl from the Attorney General’s Office and Shari Spung from Risk Management. Liz is taking the place of T.C. Richmond and Shari is replacing Andrew Faris.

2. Minutes Approved

Minutes for October were approved as written.

3. Group Reports

Group 1, Administration/Other Academic Programs: Jon Organ reported meeting that morning and discussing the Avian Flu and Incident/Accident Reports. It was noted that spaces are not being filled in with comments by Industrial Hygienists or Supervisors.
University-Wide Health & Safety Committee  
November 8, 2006

**Group 2**, Executive Vice President: Ric Carlson reported that Alex Peck, a new Industrial Hygienist at EH&S, visited his group.

**Group 3**, Student Affairs: Paul Zuchowski reported that his group discussed Karen VanDusen’s recent U-Wide presentation on the Pandemic Avian Flu – and the news that the West Nile Virus is now present in Seattle.

**Group 4**, Health Sciences/Hospitals: Stephanie Steppe reported a presentation given by the Schools of Public Health and Pharmacy on a pilot program for business resumption after an emergency. This concern should be covered in a department’s health & safety plan. The committee also spent about a half hour discussing OARS. Many members have trouble using it and lack confidence in its data. They feel OARS has so many problems it’s barely catching “10% of what’s going on.”

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

**Group 6**, Arts & Sciences: Sherri Huber reported that her group discussed the roles and responsibilities of UW safety committees. Members also discussed the recent explosion in the Chemistry building. They complemented EH&S on their informative Newsletter article about the incident.

**Group 7**, UW Bothell: no one was present.

**Group 8**, UW Tacoma: Danette reported her group also reviewed the Pandemic Avian Flu. They are wondering how to get the word out to the Tacoma campus that flu shots are available from Employee Health.

**Group 9**, Engineering: Tracy said her group has not met. She added that awareness is increasing concerning bicycle and pedestrian safety – an issue brought up by Jack Herndon in a previous meeting. Contributing to the awareness are the “Look Up” campaign, an article in the latest version of U-Commute News, and the fact that $81 tickets are now being issued for not following the rules. Jack will send us the link to the 2-page online discussion of the “Look Up” campaign.

**Group 10**, Forest Resources: David Zuckerman reported his group will meet next week but didn’t meet in October. In September they discussed OARS extensively. Joseph Kwok has agreed to make sure all departments are represented on the form. In the future, the committee is planning to have meetings on ergonomics, fire safety, and security procedures in the Arboretum. The wood shop has received some new equipment.

**Group 11**, Ocean & Fishery Science: Charlotte Boynton reported interest in her group regarding spring CERT training, but there are fewer than 6 people. She was advised to contact Scott Preston in the OEM. Also discussed were the possibility of using a dead bolt on the door of the laser room and what components should be in a spill kit and how to get them. The topic of safety inspections was discussed and whether they should promote/do periodic safety tours of laboratories. The new building coordinator at the APL might be willing to do this, and Charlotte said she would begin doing it.
Denis Sapiro offered some brief comments regarding OARS.

- The problems concerning different field sizes were fixed in June/July.
- Some groups (Medical Centers particularly) have never used OARS
- Objections raised by Stephanie Steppe have been thoroughly discussed
- An automatic response is being sent to the employee’s supervisor
- Previous OARS training was not adequate

4. Presentation: Revised Laboratory Safety Manual

Stuart Cordts, OHS Industrial Hygiene Supervisor at EH&S, described how work groups began revising the Manual in late spring and early summer. The Manual applies to all laboratories that use chemicals. Also required is the Chemical Hygiene Plan, which is specific to an individual lab. In the revised Manual this section has been moved from the middle to the front where it is more apparent that it needs to be done.

Stuart described the various aspects of the Lab Safety Manual that have changed:

- Emergency Preparation is now in a separate section (#9).
- Procedures for labs that are starting up or closing down are in section #10
- Improved self-inspection checklists are in Appendix E
  - Annual checklist (detailed)
  - Periodic checklist (shorter and less detailed)
- Lots of links (more electronically driven than before)

Current status: the Manual has been reviewed by stakeholders and approved by the Chemical Hazards Advisory Committee (CHAC) for publication. In the next 2-3 weeks, it will be formatted and indexed, and should be available in December. Right now, check the “What's New” section of the EH&S website where you’ll find a link to the draft version (pdf).

When you receive the revised Manual, transfer any lab-specific information from the old manual to the new manual and recycle the old (2000) edition.

5. EH&S Report

Denis updated the Committee on current EH&S efforts to revise Administrative Policy Statements (APS).

- The UW Respiratory Protection Program APS has needed revision for several years but is finally getting done.
  - Organizational units are expected to do certain tasks – this is being clarified.
  - Coordinators must be named for each unit.
- Asbestos Awareness Training
  - Training is required for every employee at the UW
  - This is an outcome of various incidents that have happened recently
  - A meeting took place this morning in which L&I demonstrated a possible classroom approach. This approach isn’t practical for everyone. Online training will be necessary.
  - It is being decided whether we will need to train students and visitors
Refer to “What’s New” on the EH&S website for links to the final reports on the T-Wing asbestos incidents.

These reports were also mailed to employees
Notice to unions; report available online; today’s handout to pass on to organizational safety committees = “Consultation has been gotten back”.

Anne Guthrie pointed out the importance of dissuading people AGAINST do-it-yourself projects

6. Reproductive Hazards on Campus

Stuart Cordts provided draft copies of “Guidance about Workplace Hazards Impacting Reproduction and Development”. He reminded us that both men and women can be affected by a number of chemicals in the environment. (See the Appendix for a list of suspect agents.) You are invited to submit questions or comments on this topic to either Stuart or Denis. The draft will also be available on the EH&S website.

7. No-Smoking Policy Update

Dave Leonard reported that public hearings are to take place regarding the UW No Smoking Policy
- Who is going to enforce the policy? This won’t be decided until the WAC is in place, but it is likely to be the UWPD – plus peer pressure.
- Communication and education, in addition to peer pressure, will be important
- It’s a good idea to make designated smoking areas knowable using signs, arrows, etc.

8. Timing of Annual Earthquake Drill

Denis discussed a recent objection to the UW holding an annual earthquake drill in April rather than near the beginning of the school year in October or November. The objection, first brought to the U-Wide Committee by a professor two years ago, reasons that when the drill is held in April, several months go by before 10,000 new people on campus learn how to respond in an earthquake. Since the April drill takes advantage of State-wide promotion, a separate drill would have less support. Stephanie pointed out that it is instructors’ responsibility on the first day of class to educate their student on emergency procedures and the location of emergency exits. Karen will respond to the professor.

6. Adjournment