UNIVERSITY-WIDE HEALTH AND SAFETY COMMITTEE
MEETING MINUTES

Dec. 13, 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 ➢ Barbara Masaki
 ➢ Carole Davison

Group 6 ➢ Sheri Huber

Group 7 ➢ John Miller

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

➢ SEIU 925, AFL-CIO ➢ Larry Sommers

Ex-Officio:

➢ Elizabeth Dahl -- Attorney General’s Office
➢ Anne Guthrie – Facilities Services
 ➢ Shari Spung– Risk Management

Other Attendees:   David Leonard – Environmental Health & Safety
1. Call to order

Chair Robin Wood called the meeting to order.

2. Minutes Approved

A quorum was present so the minutes for November were reviewed. They were approved as modified by e-mail from Stuart Cordts.

3. Group Reports

Dave Leonard announced that Kelly Hudson of the Group 7 Health & Safety Committee has left the University. Kelly was Co-Chair of the UW Bothell Committee and a regular attendee of the meeting.

Group 1, Administration/Other Academic Programs: Jon Organ reported on the meeting held that morning. Discussed were how to handle food safely during the Holidays and what to do in a situation such as the latest winter storm. They reviewed the UW policy for staying at home, the decision for some employees to walk to work, and specific supplies that are useful to have on hand at home.

Group 2, Executive Vice President: Ric Carlson reported meeting last month. They discussed future projects, including putting out a new flyer (topic to be determined).

Group 3, Student Affairs: Paul Zuchowski reported meeting in November and discussing the odor incident at McMahan Hall. They would like to know more about it.

Group 4, Health Sciences/Hospitals: Stephanie Steppe told us about Denis Sapiro’s discussion of asbestos incidents and training being developed for all UW employees. Denis also led a detailed input session on problems and solutions regarding OARS.
Group 5, Architecture & Urban Planning: Barbara Masaki said her group will meet next month for sure. They are regrouping after two members left (Lois Fink and Penny Buffo).

Group 6, Arts & Sciences: Sherri Huber reported discussing incident/accident reports. Also discussed were the lack of response to the recent explosion in the Chemistry building, the Laboratory Safety Manual in Arts & Sciences, and how to improve Departmental Safety Plans in the College.

Group 7, UW Bothell: Dave Leonard reported for John Miller who couldn’t make it. As mentioned earlier, Kelly Hudson has left. The campus requested that L&I inspect a slippery stairs problem. Apparently, L&I suggested that “all” stairs be repainted or treated with non-slip tape, but didn’t just focus on the standing water problem in one entry way which causes water to be tracked onto the stairs.

Group 8, UW Tacoma: Danette reported that the Tacoma campus had a chance to try out it’s building/floor warden training last week when the entire campus was shut down due to a propane leak. The Campus Safety Director has not been hired yet (the job includes emergency preparedness). Another member noted that Gerberding Hall and Johnson Hall both have an evacuation drill planned for next Monday. It will be interesting to see how it works out sharing the same assembly zone.

Group 9, Engineering: Tracy Erbeck reported her group didn’t meet in November.

Group 10, Forest Resources: David Zuckerman reported his group invited Jay Herzmark to give a presentation on ergonomic aspects of grounds maintenance. They also reviewed 3 accident/incident reports.

Group 11, Ocean & Fishery Science: Charlotte Boynton reported her group meets quarterly – the next date is in February.

Referring to the recent storm, Anne Guthrie described the priorities followed by Facilities Services regarding snow removal and cleanup. She said they first clear pathways for emergency vehicles to the UWMC and Hall Health then move on to other areas. Some Facilities Services staff recently worked late into the evening and even overnight to improve safety after the snowstorm. However, some walkways may not be cleared immediately because they carry less traffic than other areas.

Danette noted that the Tacoma campus is not currently participating in CERT training because so much travel time is required to the Seattle campus. In the future, training may be made available at UW Tacoma.

Jack Herndon said he was concerned that the UW “Look Up” campaign (regarding bicycle and pedestrian safety) didn’t affect the problem part of the Burke-Gilman Trail that he originally brought to the Committee’s attention. He investigated and learned that additional areas such as this will be added to the campaign.

4. Presentation: Holiday Fire Safety, Space Heaters, UW Building Emergency Responder Summit
Robert Schadel began his presentation by discussing safety behaviors such as storage issues (lack of proper cabinets, etc.) and training, but pointed out that recent fires have been equipment-related – not behavior-related. The UW averages about 4-5 fires per year.

Regarding cut Christmas trees, local fire regulations require a tree to be placed in an adequately sized container to which water must be added daily – but adding flame retardant to the water may inhibit the trees ability to fully hydrate. Inspectors may ask to subject your tree to a “flammability test.” A video was shown to demonstrate just how quickly a tree can go up in flames.

Extension cords are to be used on a temporary basis only and should be “Heavy Duty”. Surge protectors are permitted to have a cord up to 16 feet long. Anne Guthrie commented that the UW is responsible for providing basic electrical safety training – we need more of this kind of tool "out there."

We have a code that regulates the design/construction of space heaters. For one thing, they must shut off if they fall over.
- “Cozy Legs” is an approved heater.
- Oil-filled units are okay.
- Ceramic forced air “may” be okay.
- Foot warmers are okay.

Other Holiday safety rules:
- Don’t obstruct exit pathways.
- Do not decorate handrails with garlands.

Robert reported the Building Emergency Responder Summit was successful. He encouraged the U-Wide Safety Committee to “ramp up” its efforts.

5. EH&S Report

UW No Smoking Policy:
- Dave Leonard updated the Committee on the UW Non-Smoking Policy: three public hearings took place last month (one at each campus) and only one person attended. The UW Regents meet on 1/18/07.

Service animals:
- UW Policy regarding service animals on campus is progressing, as well. Call the UW Chief of Police if you have any questions.

Asbestos Issues:
- The Husky Den asbestos issue is waiting for official closing.
- Reports and documents concerning the T-Wing asbestos incident are available on the following website: http://www.ehs.washington.edu/ohsasbestos/finalt747739.pdf In the future, an Asbestos Management Plan will be developed for the University.

6. Adjournment