

U-WIDE HEALTH AND SAFETY COMMITTEE

June 13, 2018 Meeting Minutes | 1-2:30 PM; Foege N130A

	Elected Members (Group)		Appointed Members (Group)		EH&S Staff
X	Leslie Anderson, Co-Chair (1)	X	Paul Zuchowski (3)		Jude Van Buren
X	Fieta Robinson (1)	X	Beth Hammermeister (4)		Denise Bender
	Sterling Luke (2)		Liz Kindred, Co-Chair (5)	X	Emma Corell
	Michelle Mazzei (2)	X	Sonia Honeydew (9)	X	Angelina Haggard
	Tal Lev (3)	X	David Zuckerman (10)		Robyn Kunsman
	Carol Harvey (4)		Nicole Sanderson (7)		
X	Ann Aumann (5)				
X	Natassia Stelmaszek (6)				
X	Beth Ramage (6)				Guests
X	Kelly Carter-Lynn (7)				
X	David Hirschberg (8)				
X	Hannah Wilson (8)				
X	Kameron Harmon (9)				
X	David Warren (10)				
	Lesley Colby (Faculty Senate)				
	Labor Union Representation		Ex-Officio Members		Ex-Officio Members
	Paula Lukaszek, WFSE Local 1488		Tracey Mosier, Facilities Services		Felicia Foster, Atty General's Office
	Taylor Stepien, Graduate & Professional Student Senate (GPSS), UAW 4121		Chris Pennington, Facilities Services		Margaret Graves, Atty General's Office
	Vacant, SEIU Local 1199		Steve Charvat, Emergency Management		Chief John Vinson, UWPD
			Stacie Louviere, Emergency Management		Jay Sedivy, Transportation Services
		X	Eli King, Emergency Management	X	Pam Nathan, Claims Services and guest Ken Nielson
			Megan Levy, Emergency Management		Vacant, Capital Planning & Development
		X	Rick Gleason, DEOHS	X	Lt. Chris Jaross, UWPD
*x= Present at meeting (quorum = 11 elected and appointed members)					

Agenda

1. **Call to Order and Introductions**
2. **DEOHS Ex-Officio**
3. **Approval of May Meeting Minutes**
4. **Accident Prevention Plan**
5. **UW Building Safety Taskforce Update**
6. **Organizational Group Reports and Special Olympics Update**
7. **Union Reports**
8. **Ex-Officio Reports**
9. **Environmental Health & Safety (EH&S) Updates**
10. **Good of the Order**
11. **Adjourn**

Recorded by Angie Haggard

1. **Call to Order:** Leslie Anderson called the meeting to order at 1:08 p.m. Pam Nathan (Claim Services) introduced Ken Nielson, a temporary employee assisting with worker's compensation claims.

2. **DEOHS Ex-Officio:** A motion by Leslie Anderson to add an Ex-Officio member from the Department of Environmental and Occupational Health Sciences (DEOHS) carried. Motion was seconded and approved by members; Rick Gleason is the DEOHS Ex-Officio member.

Emma Corell announced the 2018-19 Faculty Senate Member is Lesley Colby from the Department of Comparative Medicine.

3. **Approval of May Meeting Minutes:** The May meeting minutes were approved.

4. **[Accident Prevention Plan \(APP\) Review](#):** Emma Alder gave a presentation on the Accident Prevention Plan (formerly known as Departmental Health and Safety Plans) This core accident prevention plan applies to all schools, departments and organizations within the University, excluding the UW Medical Center and Harborview Medical Center. Departments should not modify the APP, only supplement the plan with existing or new documentation and polices that address hazards beyond what is covered in the core APP. Safety committees are required by law to annually evaluate a workplace accident and illness prevention program and discuss recommendations for improvement, if any. EH&S will compile and track recommendations submitted by the health and safety committees.

Angie Haggard announced that the Accident Prevention Plan received an Award of Merit from the Campus Safety Health and Environmental Management Association

(CSHEMA).

5. UW Building Safety Taskforce Update: Committee members provided updates for the three workgroups 1) Access Management 2) Compliance and Regulatory Management and 3) Training and Practices Inventory. Shared documents for the working groups are being collected on Google Drive. Discussion around the fact University does not have a central location to keep track of employee training was held in workgroup 3.

6. Organizational Group Reports and Special Olympics Update

- a. Group 1:** Fieta Robinson reported that Group 1 met earlier today. The group reviewed the Online Accident Reporting System (OARS) reports. Committee members discussed a trip and fall incident on the PACCAR Hall stairs and updates from the UWPD Building Safety Taskforce. The CSHEMA Seattle regional conference is taking place at the HUB from June 13 – June 15. An employee that experienced a needlestick incident wanted the committee to know that 6 months after the exposure, they are still receiving follow up care. Pam Nathan stated employees should file a worker's compensation claim to receive appropriate post-exposure follow up, which may take up to 13 months. Library staff attended [Stop the Bleed](#) training along with a few other members of Group 1.
- b. Group 2:** No representation.
- c. Group 3:** Paul Zuchowski reported Group 3 reviewed February and March OARS reports. Committee member Tal Lev took a position with another department. The committee is taking the next steps to fill the vacancy.
- d. Group 4:** Beth Hammermeister reported that the Group 4 subcommittee reviewed OARS reports. One near miss report involving magnetic fire doors lead to the discovery of three more similar unsafe conditions. Another OARS report review revealed the potential for hearing exposure in an animal care facility if and when an air horn were to be used by staff. EH&S recommended that earmuffs be located next to the air horn. School of Dentistry staff were concerned about a patient whom they believed was a domestic violence incident called UWPD. School of Dentistry staff were told UWPD could not respond. Lt. Jaross will follow up when additional details about the incident are provided by School of Density staff. Angie Haggard and Sheryl Payne, Health Sciences Administration Human Resources Consultant, discussed the Accident Prevention Plan and required trainings with committee members. Recent SafeCampus training was well attended by Health Sciences Administration staff.

- e. **Group 5:** Ann Aumann reported that Group 5 did not meet due to the Memorial Day holiday.
- f. **Group 6:** Beth Ramage reported that Group 6 met and reviewed OARS reports. Tracey Harvey from EH&S presented on Shared Lab Spaces. Group 6 lost two committee members; one member resigned and another member no longer works at the University. Group 6 members asked for clarification on the expectation for checking in with floor wardens when an evacuation occurs at or near the end of the workday. Emma Corell will follow up with EH&S Building and Fire Safety.
- g. **Group 7:** Kelly Carter-Lynn reported that Group 7 reviewed one OARS report. Ruth Johnston, Executive Sponsor for Group 7 and Vice Chancellor of Planning and Administration attended the meeting. Ruth shared with the committee members her commitment to make safety and lab safety a priority. Kelly shared on-going efforts to improve internal safety communications and consolidating safety related committees.
- h. **Group 8:** David Hirschberg reported Group 8 reviewed OARS reports. Hannah Wilson stated the committee will begin work on the Group 8 health and safety committee charter at their next meeting.
- i. **Group 9:** Sonia Honeydew reported that Group 9 reviewed OARS reports. Officer Smiles, Community Engagement Officer, presented on de-escalation techniques. The committee discussed how to manage extended elevator outages. An update was provided on impacts to pedestrian and vehicle traffic related to construction projects on campus. The new "Report a Concern or Injury" form on the recently designed EH&S website was shared.
- j. **Group 10:** David Zuckerman reported that Group 10 reviewed OARS reports. Rick Gleason presented on what OSHA training might be useful to the College of the Environment.

At 2:22 p.m. a motion by Leslie Anderson to extend the meeting 5 minutes carried.

7. Union Reports: No representation.

8. Ex-Officio Reports: Eli King from UW Emergency Management gave an update on the Special Olympics and presented an overview and the lessons learned from the annual Emergency Operations Center (EOC) exercise on May 22. The Special Olympics events and activities are from June 28 to July 8. UW is hosting about 4,600 athletes and their families. Events will be occurring all over the Puget Sound area,

from Kenmore to Federal Way. The Opening Day ceremony on July 1 is anticipated to be the biggest impact to the UW community with preparations for 30,000 attendees. Expect minimal transportation impacts unless using King County Metro or the UW Light Rail station. The Husky Den will be accessible only to athletes during the Special Olympics.

This year's EOC exercise was in preparation for the Special Olympics and involved the largest number of participants, 115, over 5 locations and several Unit Response Centers, as well as representatives from state, local and national organizations including the FBI and Special Olympics. Tours of the EOC are offered on the first Friday of every month.

9. Environmental Health & Safety Updates: *This agenda time was tabled until July due to time restrictions.*

10. Good of the Order: Group 5 and Harborview Medical Center are hosting the U-Wide health and safety committee in September. There will be an overview presentation on the Stop the Bleed training. Members are encouraged to take the Health Sciences shuttle to Harborview.

UW Bothell and UW Tacoma will host the U-Wide committee in 2019, dates to be determined.

11. Adjourn: Leslie Anderson adjourned the meeting at 2:43 p.m.