

**University-Wide Health and Safety Committee  
Meeting Minutes**

June 10, 2015 1:00-2:30 pm  
Foegen N130A

	<b>Elected Membership</b>		<b>Appointed Membership</b>		<b>Guests</b>
<b>X</b>	Leslie Anderson (1)	<b>X</b>	Paul Zuchowski (3)	<b>X</b>	John Eriksen, EH&S
<b>X</b>	Ryan Hawkinson (1)	<b>X</b>	Bob Ennes (4)	<b>X</b>	Chris Pennington
<b>X</b>	Paula Lukaszek (2)	<b>X</b>	Nadia Khan (4)		
	Sterling Luke (2)	<b>X</b>	Nicole Sanderson (7)		
<b>X</b>	Sara Jones (3)		Michael Glidden (9)		
<b>X</b>	Ron Maxell (6)	<b>X</b>	David Zuckerman (10)		
	Paul Miller (6)	<b>X</b>	Liz Kindred (5)		
	Charlotte Rasmussen (7)		Rob Hinton (5)		
<b>X</b>	Stephen Rondeau (8)				
<b>X</b>	Sonia Honeydew (9)				
	Roy Farrow (10)				
	Kathy Newell (10)				
<b>X</b>	Rick Gleason (Faculty Senate)				
	<b>Labor Union Representation</b>		<b>Ex Officio Membership</b>		<b>Support</b>
<b>X</b>	Jim Bals WFSE Local 1488		Michelle Doiron Attorneys General Office		Jude Van Buren, Director, EH&S
	Joel McCulloch SEIU Local 1199	<b>X</b>	Tracey Mosier Facilities Services	<b>X</b>	Katia Harb, Asst. Director, EH&S
	Laura Harrington SEIU 925		Wendy Winslow-Nason Risk Management	<b>X</b>	Sherry Baron, EH&S Technical
	Peter Johnston UAW 4121	<b>X</b>	Ron Fouty Capital Projects	<b>X</b>	Emma Alder, EH&S Technical
			Josh Kavanagh, Transportation Services		

**\*X= Present at meeting**

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**Agenda**

1. Call to Order
  2. Approval Minutes
  3. Election Year Timeline
  4. Evacuation Drill Subcommittee Update
  5. July Meeting – Bothell
  6. Group Reports
  7. Union Reports
  8. Ex-Officio Reports
  9. EH&S Reports
  10. Good of the Order
  11. Adjourn
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Recorded: by Emma Alder

1. **Call to Order:** Meeting called to order at 1:02 PM by Leslie Anderson.
2. **Approval of Minutes:** Leslie Anderson requested for a motion to approve the May minutes as written. An amendment to a date on the minutes was requested. A motion to approve the minutes as amended was put forward and seconded. The minutes were approved as amended.
3. **Election Year Timeline:** Emma Alder, EH&S, gave an overview of the election process for the upcoming term. A proposed timeline was shared with the committee. Each group should identify their election coordinator by the end of July. A call for nominations will go out in August and the election will be held throughout September and October. New members will be identified by the end of November. Emma shared a OneDrive folder that contains templates to assist with the election process. Access to this folder can be given to committee members and election coordinators.
4. **Evacuation Drill Subcommittee Report:** Leslie reported that Anne Donegan, Signal System Shop Manager, has joined the subcommittee. The committee is currently determining what information can be provided to building coordinators at the upcoming Building Coordinator Summit, hosted by UW Emergency Management, in August. The committee is also working to finalize a document summarizing the current beliefs and barriers regarding building emergency preparedness.
5. **July Meeting - Bothell:** Leslie reminded the committee that our July meeting will be held at UW Bothell. She took a quick hand count of those who are planning to attend. Emma will send out a survey to determine a final attendance count and which members will need transportation to the meeting.

## 6. Organizational Group Reports:

- a. **Group 1:** Ryan Hawkinson reported that Group 1 met that morning. Many members are occupied with graduation so there was no quorum. The group is still seeing many slip/trips in the reviewed OARS reports. The group discussed their routine business as well as the upcoming need to identify their election coordinators. One member discussed that there are missing bricks on red square (presumably from graduates taking them as mementos) which could pose a trip hazard. Charles Easterberg, EH&S, will be presenting at the committee in August.
- b. **Group 2:** Paula Lukaszek reported that Group 2 discussed routine business at their most recent meeting. She commented that the group is seeing better comments from supervisors. The group had a brief discussion on upcoming CPR training for some of their represented departments.
- c. **Group 3:** Sara Jones reported that Group 3 discussed their routine business. They followed up on the reported concern of knife storage at Pagliacci Pizza.
- d. **Group 4:** Nadia Khan reported that Group 4 met on May 26<sup>th</sup>. They discussed the most recent EOC drill (Royal Flush); there was good participation from support units but it was harder to engage the schools. They are working with Emergency Management on solutions to engage these schools in upcoming drills. The group discussed the most recent U-Wide meeting and fire drill subcommittee with a discussion on the importance of drills. An update was given on current construction projects and ongoing protests. There were 20 accident reports that were reviewed by the subcommittee. The subcommittee encouraged departments to ensure employees have the correction information for post-exposure protocols. The group discussed badges that could be made for Health Sciences employees that contain pertinent safety information.
- e. **Group 5:** Liz Kindred reported that Group 5 did not meet in May because the meeting fell on Memorial Day.
- f. **Group 6:** Ron Maxwell reported that Group 6 met on May 21<sup>st</sup>. The group reviewed the OARS reports noting that all had sufficient completion. The group is waiting for appointment from Dean's office. There was a discussion of building coordinators and how to assist them during evacuation drills.
- a. **Group 7:** Charlotte Rasmussen reported that Group 7 had a brief report out during their last meeting. The group has not had any OARS reports for the last two months. The group is currently addressing a few membership vacancies.

- b. **Group 8:** Stephen Rondeau reported that there were three student incidents reviewed, none involving campus property. The recent pedestrian safety project was completed. An L&I investigation was opened concerning a safety interlock on trash compactor. The group also discussed the 19<sup>th</sup> street area project above the campus stair, a recent false active shooter alert, boat safety, and tar fumes from nearby construction.
- c. **Group 9:** Sonia Honeydew reported that Group 9 had a meeting on June 1<sup>st</sup>. The group discussed the U-Wide meeting, new shop surveys, and the report from the evacuation drill subcommittee. Three OARS reports were reviewed. The group then discussed PI management and documentation of trainings, the new Lockout/Tagout program, and lessons learned from EOP update for Dean's Office.
- d. **Group 10:** David Zuckerman reported that Group 10 met on May 18<sup>th</sup>. The group reviewed OARS reports and discussed the most recent U-Wide meeting. They have set up a tour of the Emergency Operations Center (EOC) for next meeting. The Friday Harbor representative reported a recent drill for a gas leak scenario that was planned for the island's emergency responders.
- e. **Faculty Senate:** Rick Gleason reminded group that Washington has had health and safety committee regulations for 91 years. He encouraged us to continue to make use of this longstanding program.

## 7. Union Reports

- a. **SEIU Local 1199:** No representative present.
  - b. **SEIU Local 925:** No representative present.
  - c. **UAW 4121:** No representative present.
  - d. **WFSE Local 1488:** Jim Bals requested update on L&I citations.
8. **Ex-Officio Reports:** Ron Fouty, Capital Projects Office (CPO), gave an update on recent protester activity. Protesters recently entered a project site at 4:30 AM. They climbed an excavator and chained themselves to the equipment. The press and other protesters were involved. The alarm company notified Seattle City Police and UWPD which led to a test of the mobile command post. UWPD used a lift to go and talk to protesters. The fire department offered assistance as well but it was declined. The crew needed to shut down operations as a result of the protest. At around 4:30 PM, the protesters chained to equipment decided they wanted to come down. They were arrested for sabotage and trespassing. Security has been increased as a result of the event. CPO continues to anticipate activism from this particular group.

## 9. EH&S Reports

- a. **Training Update:** John Eriksen, EH&S, discussed recent changes to the training classes offered. There are newer, sponsored online classes

through SafetySmart available on the EH&S training website. Compressed Gas Safety and Globally Harmonized System (GHS) are a couple examples of these offered trainings. John reported that maintenance group trainings has been opened up to outside departments. John discussed the Office of Research's required trainings web page, which helps researchers find required safety or health training and training records that are required for their employees depending on the nature of their research. He also demonstrated the My EHS Training tool that can be used by employees and supervisors to look-up EH&S training records.

- b. **L&I Update:** Sherry Baron gave an overview of the current and recently completed inspections for UW. These inspections involved UW Tacoma, UWMC, HMC, and Health Sciences.
  - c. **Compliance Resource Summit Report:** Katia Harb gave an overview of Jude Van Buren's recent presentation at the UW Compliance Resource Summit hosted by Internal Audit. Katia also reported that accidents in federal labs has led to questions concerning biosafety requirements. There has been a trend towards thorough reviewing of procedures and processes in a need to learn from accidents that occur.
- 10. Good of the Order:** Sara Jones reported a recent safety issue that was discovered with the elevators in the IMA. They discovered that the phone in the elevator was potentially out of service for some time. She posed the question of what types of items are included in the L&I permitting and inspections of elevators. The phone is now connected in the elevator.
- 11. Meeting Adjournment:** The meeting was adjourned by Leslie Anderson at 2:26 PM.