

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

November 12, 2014 1:00-2:30 pm
Foege 130A

	Elected Membership		Appointed Membership		Guests
X	Leslie Anderson (1)	X	Paul Zuchowski (3)	X	David Girts
X	Ryan Hawkinson (1)		Bob Ennes (4)	X	Sgt. T. Pratt-Wieburg
X	Paula Lukaszek (2)	X	Nadia Khan (4)-alternate	X	Sheryl Schwartz
	Sterling Luke (2)		Nicole Sanderson (7)		
	Sara Jones (3)		Michael Glidden (9)		
	John Martin (6)		David Zuckerman (10)		
X	Ron Maxell (6)		Liz Kindred (12)		
	Paul Miller (6)	X	Rob Hinton (12)		
	Charlotte Rasmussen (7)				
	Zachary Druce (8)				
X	Stephen Rondeau (8)				
X	Sonia Honeydew (9)				
X	Roy Farrow (10)				
	Kathy Newell (10)				
X	Rick Gleason (Faculty Senate)				
	Labor Representation		Ex Officio Membership		Support
X	Jim Bals WFSE Local 1488	X	Michelle Doiron Attorneys General Office		Jude Van Buren, Director, EH&S
X	Joel McCulloch SEIU Local 1199	X	Tracey Mosier Facilities Services	X	Katia Harb, Asst. Director, EH&S
	Laura Harrington SEIU 925		Wendy Winslow-Nason Risk Management	X	Sherry Baron, EH&S Technical
	Peter Johnston UAW 4121	X	Ron Fouty Capital Projects	X	Emma Alder, EH&S Technical
		X	Josh Kavanagh, Transportation Services		

***X= Present at meeting**

Agenda

1. Call to Order and Introductions
 2. Approval of October Minutes
 3. Active Shooter Response Presentation
 4. Organizational Group Reports
 5. Union Reports
 6. Ex-Officio Reports
 7. EH&S Reports
 8. Adjourn
-

Recorded: by Emma Alder

1. **Call to Order:** Meeting called to order at 1:04 PM by Leslie Anderson.
2. **Approval of October Minutes:** Leslie asked for a motion to approve the October minutes as written. A change to the union representation reports was requested. A motion to approve the minutes as amended was put forward and seconded. The minutes were approved as amended.
3. **Active Shooter Response Training:** David Girts, SafeCampus, prefaced the presentation by stating the active shooter response training is open to any committee and/or department. Dave gave a brief history of SafeCampus, which is a centralized place where non-urgent or concerning behaviors can be reported. He discussed how the reports submitted to SafeCampus are handled and responded to. Dave then showed the group the "Run. Hide. Fight." video for surviving an active shooter event. The committee discussed ways that employees may become aware of an active shooter situation such as a UW Alert, unusual sounds of distress, gunfire, or reports from field employees. Dave discussed situations where you may choose to run or shelter-in-place. He commented that classroom and conference rooms may not be easily locked from the inside. Sgt. Pratt-Wieburg, UWPD, reminded the committee that you no longer need to call 9-911 to reach UWPD; you can simply dial 911. If you call from a cell phone, it will be routed to UWPD. She also informed us that an officer will be dispatched even if you dial 911 and say nothing. Sgt. Pratt-Wieberg then discussed the ways that UWPD has prepared for active shooter situations in recent years.

The Run. Hide. Fight. video can be found here:

<http://police.uw.edu/aboutus/divisions/opst/crimeprevention/activeshooter/>

4. Organizational Group Reports:

- a. **Group 1:** Leslie Anderson updated the committee on the recent merge of Group 5 with Group 1. Ryan Hawkinson reported that Group 1 discussed onboarding and safety orientations for new employees at their most recent meeting. The group discussed what guidelines their departments use and if EH&S guidelines are referenced.
- b. **Group 2:** Ron Fouty reported that the Capital Projects Office has been moved under a new UW organization, along with several other programs. The reorganization was official as of November 1st. This reorganization could affect some committee members on Group 2. Paula Lukaszek reported that Group 2 reviewed OARS report at their last meeting and the topic of bikes in buildings came up again.
- c. **Group 3:** Paul Zuchowski reported that Group 3 last met in October. He showed slides from the 2013 injury/accident statistics report. The group discussed safety bulletin boards and mass assembly evacuation areas.
- d. **Group 4:** Nadia Khan reported the Group 4 met in October. There were two presentations given by Wendy Secrist and Sheryl Schwartz from EH&S. Sheryl's presentation regarded Ebola preparation at UW. The group also discussed the last U-Wide meeting and reviewed accident reports.
- e. **Group 6:** Ron Maxell reported that their Group 6 met in October. Ron and Emma Alder reported on the U-Wide meeting. The group reviewed two OARS reports from September. There was an open discussion on departmental safety bulletin boards and postings. The group was encouraged to include the roster of committee members on the boards as well meeting minutes. Ron reported that a member from the Dean's office resigned from the committee.
- f. **Group 7:** No members present.
- g. **Group 8:** Stephen Rondeau reported that Group 8 reviewed a chemical and a slip/fall accident at their most recent meeting. Dave Leonard gave the group a review of fire extinguishers. Stephen reported that the co-chair of the committee resigned as he will be leaving the University.
- h. **Group 9:** Sonia Honeydew reported that Sgt. Tawan Pratt-Wieberg gave a brief report presentation at Group 9's most recent meeting.
- i. **Group 10:** Roy Farrow reported that Group 10 did not have any OARS reports to review and the group held a short meeting.
- j. **Group 12:** Rob Hinton reported that Group 12 met last month and reviewed incident reports with the medical centers and Airlift Northwest.
- k. **Faculty Senate:** Rick Gleason reminded the committee to make sure you give yourself enough time in the morning to warm up your car and defrost your windshield before driving to work.

5. Union Reports

- a. **SEIU Local 1199:** No report.
- b. **SEIU Local 925:** No representative present.
- c. **UAW 4121:** No representative present.

- d. **WFSE Local 1488:** Jim Bals noted that there are members of WFSE who are custodians at HMC, which has volunteered to take in Ebola patients.

6. Ex-Officio Reports:

- a. Josh Kavanagh reported that temporary delineators, small bollards, have been placed on the center line on Walla Walla. This is a test to determine if the bollards will slow down traffic. Similar delineators may also be placed along Stevens Way in high traffic areas, in the middle of the cross walks. This is also a non-permanent solution placed to test effectiveness of the bollards. In the near future there will be a reconfiguration at the Pend Oreille and Burke Gilman trail intersection. A four-way stop will be placed. There may be other reconfigurations made going forward.
- b. Tracey Mosier reported that occupational health nurses have been looking at what precautions are needed in terms of bloodborne pathogen exposure prevention for custodians on upper campus.

7. EHS Updates

- a. **EH&S Board Meeting** – Emma reminded the committee that Liz Kindred is on maternity leave and a U-Wide member is needed to attend the EH&S Board meetings in the interim. Leslie Anderson added that Sara Jones has already volunteered. The committee approved of Sara attending the meetings until Liz returns.
- b. **UW Ebola Update** – Sheryl Schwartz gave a brief update on how UW has prepared to respond to potential Ebola patients who arrive at the medical centers on campus. There was an e-mail communication sent on September 17 to inform the UW community (sent to more than 100,000 UW email addresses). The e-mail gave general information regarding the Ebola virus as well as steps to take if a UW student, faculty, or staff member had recently traveled to one of the affected countries. Sheryl also said that the Centers for Disease Control and Prevention (CDC) and Public Health – Seattle & King County regularly send emails with directives and information regarding Ebola. Also, Hall Health Center has been actively working with the UW medical centers. The committee briefly discussed procedures that have taken place in the medical centers to prepare for safely treating potential Ebola patients.

8. **Meeting Adjournment:** Leslie Anderson adjourned the meeting at 2:35 PM.