## U-WIDE HEALTH AND SAFETY COMMITTEE

### March 11, 2020 Meeting Minutes | 1 p.m. - 2:30 p.m. |

<table>
<thead>
<tr>
<th>Elected Members* (HSC Group)</th>
<th>Appointed Members* (HSC Group)</th>
<th>Environmental Health &amp; Safety (EH&amp;S) Staff**</th>
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<tbody>
<tr>
<td>X Ryan Hawkinson (1)</td>
<td></td>
<td>X Katia Harb</td>
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<tr>
<td>X Carmen Parisi (1)</td>
<td>X Kurt Oglesby (3)</td>
<td>X Denise Bender</td>
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<tr>
<td>Erick Rostad (2)</td>
<td>X Mark Pekarek (2)</td>
<td>X Erin McKeown</td>
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<tr>
<td>X Christine Aker (4)</td>
<td>X Liz Kindred, Vice-Chair (5)</td>
<td>X Manisha Konnur</td>
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<td>X Tony Colinares (3)</td>
<td>X Beth Hammermeister (4)</td>
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<tr>
<td>X David Zuckerman (10)</td>
<td>X Adam Geoffrey (7)</td>
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<tr>
<td>Sarah O’Hara (6)</td>
<td>X David Warren (10)</td>
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<tr>
<td>X Tamara Leonard (6)</td>
<td>Susan Wagshul-Golden (8)</td>
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<tr>
<td>X Sonia Honeydew, Chair (9)</td>
<td>Anne Sumpter (5)</td>
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<tr>
<td>X Colleen Irvin (9)</td>
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<td>X Wade Haddaway (8)</td>
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<td>X Martin Arroyo (7)</td>
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### Faculty Senate*

| X Lesley Colby, Dept. of Comparative Medicine |

### Labor Union Representation*

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<tr>
<th>Ex-Officio Members**</th>
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<tbody>
<tr>
<td>Paula Lukaszek, WFSE Local 1488</td>
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<tr>
<td>X Christine Kang, UAW 4121</td>
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<td>X Amanda Clouser, UAW 4121</td>
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<td>Ann Aumann, SEIU 925</td>
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### Ex-Officio Members**

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<tr>
<th>Lt. Chris Jaross, UWPD</th>
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<tr>
<td>Vacant, Transportation Services</td>
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<td>Vacant, Capital Planning &amp; Development</td>
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</table>

X=present at meeting - Quorum is 13 of the elected and appointed members
*voting members
**non-voting members
Agenda

1. Call to Order and Introductions
2. COVID-19 Update
3. U-Wide Charter review
4. Organizational Group Reports
5. Union Reports
6. Faculty Senate Reports
7. Ex-Officio Reports
8. L&I and EH&S Updates
9. Good of the Order
10. Adjourn

 Recorded by Manisha Konnur

Based on the guidance from public health agencies and the UW Advisory Committee on Communicable Diseases, EH&S decided to conduct the meeting via Zoom.

1. Call to Order and Approval of February Meeting Minutes.
   Sonia Honeydew called the meeting to order at 1:10 pm. She announced that the meeting will be recorded and went over Zoom features. She noted that some members were on the phone and others were on Zoom and established how votes would be done.

   February U-Wide meeting minutes were approved as amended.

2. COVID-19 Update
   Katia Harb gave an update on the current COVID-19 outbreak. UW Advisory Committee on Communicable Diseases is meeting daily, in discussion with UW leadership, and preparing for more cases in the community. EH&S is supporting the campus response and suggesting departments update their business continuity plans. She indicated that EH&S is still fully operational and has implemented social-distancing protocols by conducting large meetings via Zoom and postponing all in-person safety training events in the month of March. Katia reported, there has been one case of COVID-19 in the UW Community (not including the UW Medical Center). Since learning of this diagnosis, the UW has deep-cleaned the employee's building, and employees who came in direct contact with the individual were asked to self-quarantine for 14 days. The UW Employee Health Center will evaluate each of the quarantined employees before they return to work. Please review the UW COVID-19 FAQ page daily as it is updated frequently.

   Lesley Colby had questions about non-essential employees who want to report to work. Katia encouraged Lesley to contact Human Resources (HR) with these questions. Katia also mentioned
that the department’s Business Continuity Plan could be updated regarding a supervisor’s designation of essential personnel.

3. **U-Wide Charter Review:**
The committee discussed edits of the U-Wide Health and Safety Committee Charter. The following language was approved during the meeting:

*The U-Wide Committee meetings will be held monthly for less than 90 minutes. The date of the monthly meetings will be determined at the first meeting of each new term. A meeting can be extended by a majority vote.*

Later in the meeting, the committee agreed to distribute the draft U-Wide Meeting Agenda one week prior to the U-Wide Meeting.

The committee decided to table the remaining edits to the Charter and discuss them at their next meeting.

4. **Organizational Group Reports**
Sonia reminded all U-Wide representatives that they should limit their reports to committee activities and keep their reports to five minutes or less, per the time allowed on the agenda.

**HSC 1** – Ryan Hawkinson said that HSC-1 met via Zoom this morning (March 11). They approved both the January and February meeting minutes and reviewed OARS reports.

**HSC 2** – Mark Pekarek said that HSC-2 met, but have no updates.

**HSC 3** – Tony Colinares said that HSC-3 met and reviewed accident reports. They discussed having a demonstration and examples of ‘cut gloves’ at their next committee meeting.

**HSC 4** – Christine Aker and Beth Hammermeister said that HSC-4 met and elected a new Chair, Christine Aker. They discussed OARS reports. They also had a presentation on lab plastic and glass recycling.

**HSC 5** – There was nobody in attendance from HSC-5.

**HSC 6** – Tamara Leonard said that HSC-6 met, reviewed OARS reports, and approved meeting minutes. The committee elected two U-Wide representatives, Tamara Leonard and Sarah O’Hara. They also selected a secretary, Deborah Skorstad and a Chair, Eric Camp. HSC-6 had concerns with EH&S over OARS reports, specifically the ‘EH&S Review’ section. Tamara mentioned that the committee discussed the ventilation issues in the Art Building, including the third floor spray paint room that is currently locked for exhaust fan maintenance. She wonder when it would be available.
HSC 7 – Adam Geoffroy said that HSC7 met on March 10 via Zoom, and reviewed their Charter and their Accident Prevention Plan. Adam said that the UW-Bothell Campus is open but has suspended all in-person classes and dining services. UW Bothell is referencing UW Seattle’s FAQ page on how to deal with COVID-19. Adam said that committee has not yet confirmed their selection for the Chair of HSC 7.

HSC 8 – Wade Haddaway reported that HSC-8 will meet March 12. Tacoma campus is very empty with classes out.

HSC 9 – Sonia Honeydew reported that HSC-9 met on February 25 and discussed OARS reports. Scott Nelson, EH&S Fire Safety & Engineering Manager, was a guest speaker. Scott discussed battery storage safety and talked about the work EH&S is doing to track and consolidate Seattle Fire Department permits for hazardous materials. He said that EH&S is using MyChem to track permit status and assignment, per room.

HSC 10 – David Warren reported that HSC-10 met last month and reviewed OARS reports. He said that he and David Zuckerman will Co-Chair HSC-10 in the new term. The departments in this committee are working toward better training and SOPs for the use of equipment in shops and during field work. They use power tools, forklifts, chainsaws, etc.

5. Union Reports: Christine Kang and Amanda Clouser did not have any updates.

6. Faculty Senate Reports: Lesley Colby did not have any updates.

7. Ex-Officio Reports:

   UW Facilities: Tracey Mosier and Chris Pennington said they had nothing to report.

   Claims Services: Ken Nielsen said that Labor & Industries (L&I) is working on developing guidance on how to deal with COVID-19 claims. To date, there have been approximately 20-25 claims submitted to L&I. Ken explained that L&I will base their acceptance on the level of exposure risk. Medical Center associated claims will be considered first and medical costs for testing will be covered for accepted claims. The higher risk and exposures unit will manage those claims. The general population's claims will be evaluated with a different standard.

   DEOHS: Rick Gleason said he had no updates.

   Emergency Management: Steve Charvat reported that the Emergency Operations Center (EOC) was activated last week, but are now using virtual methods to communicate. He reminded the committee to remind departments to update their ‘Business Continuity Plan’. Steve also asked that we document our COVID-19 responses for future continuity planning.

   Attorney General’s Office: Staff from the Attorney General’s Office did not join the meeting.

   UWPD: Lt. Chris Jaross did not join the meeting.

8. L&I updates: Erin McKeown provided an update on the Labor & Industries inspection at Fleet Services where there was an alleged employee exposure to fuel, brake dust, and exhaust. L&I
conducted a closing conference, and issued a general violation with no monetary penalty for lack of carbon monoxide exposure monitoring information. EH&S conducted the monitoring prior to the closing meeting and is awaiting a final notice showing that the violation has been abated.

Denise Bender added that EH&S will begin monitoring for potential exposures at other similar sites that burn fuel.

**EH&S updates:** Denise Bender reported that WISHA (Washington Industrial Safety and Health Act) will be adopting their regulations on walking and working surfaces in March and the new rules become effective in June 2020. She said that the new rule will require periodic inspections. The Fall Protection Program has been updated and you can find a 'Walking and Working Surface Inspection Checklist' on our website. The new regulation indicates that any hazardous conditions with walking working surfaces must be must be corrected immediately or guarded to protect against exposure to hazard. Denise encouraged committee members to look over the checklist and consider using it. She said that a plan for implementation of checklists could be discussed at committee meetings in addition to reaching out to building coordinators for their thoughts on how to execute this new requirement.

9. **Good of the Order:**
   Christine Aker reported Seattle public schools will be closing starting tomorrow (March 12) for a minimum of 14 days.

   Beth Hammermeister requested more pressure-washing of walking surfaces around campus. She commented that we seem to have a lack of staffing for this service and wondered if it could be discussed at the next U-Wide meeting.

   David Warren asked if HSC-10 committee members can elect and send a proxy to the U-Wide meeting when necessary. Sonia confirmed that this is allowed, but that we should notify the Chair and EH&S prior to the meeting.

   Tamara Leonard said that the Burke Museum will be closed March 12 - 31.

   Chris Pennington mentioned that UW Athletics announced suspension of athletic-related activities.

10. **Adjourn:** Sonia adjourned the meeting at 2:22 pm.