# U-WIDE HEALTH AND SAFETY COMMITTEE

12/14/2022 Meeting Minutes | 1:00 p.m. - 2:30 p.m. |

<table>
<thead>
<tr>
<th>Elected Member*</th>
<th>Appointed Member*</th>
<th>Proxy*</th>
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<tbody>
<tr>
<td>☒ Ryan Hawkinson (1)</td>
<td>☐ Kurt Oglesby (3)</td>
<td>☐ Sulgi Lotze (1)</td>
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<td>☐ Carmen Parisi, Chair (1)</td>
<td>☒ David Manley (5)</td>
<td>☐ Brett Magnuson (2)</td>
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<td>☒ Nigel Horton (2)</td>
<td>☐ Andrew Abian (7)</td>
<td>☐ Martin Arroyo (7)</td>
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<td>☒ Norm Kwasinski (2)</td>
<td>☐ David Zuckerman (10)</td>
<td>☐ Colleen Irvin (9)</td>
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<td>☒ Tony Colinares (3)</td>
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<td>Andrea Chateauubriand (10)</td>
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<td>☐ Christine Aker (4)</td>
<td>☐</td>
<td>Kelly Carter-Lynn (7)</td>
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<td>☐ Mary Ann Valentine (4)</td>
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<td>☐ Ansley Roman (5)</td>
<td>☒</td>
<td>Paula Lukaszek, WFSE 1488</td>
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<td>☒ Sarah O'Hara (6)</td>
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<td>Ann Aumann, SEIU 925</td>
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<td>☐ Laura Harrington (6)</td>
<td>☐</td>
<td>Antonio Vasquez, UAW 4121</td>
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<td>☒ Alaron Lewis (7)</td>
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<tr>
<td>☐ Michelle Miller (8)</td>
<td>☑ = attended meeting</td>
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<tr>
<td>☒ Stephen Costanti (8)</td>
<td>☐ = voting members</td>
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<td>☐ Alexander Lefort (9)</td>
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<tr>
<td>☒ Sarah Coppola (9)</td>
<td>☐</td>
<td>GPSS – Gabby Rivera</td>
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<tr>
<td>☒ David Warren (10)</td>
<td>☒ = voting members for quorum</td>
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- **Labor Union Member***
  - ☒ Paula Lukaszek, WFSE 1488
  - ☒ Ann Aumann, SEIU 925
  - ☒ Antonio Vasquez, UAW 4121

- **Senate Member***
  - ☐ Faculty Senate – TBD
  - ☒ GPSS – Gabby Rivera

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<tr>
<th>Ex-Officio Member</th>
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<th>Env. Health &amp; Safety Member</th>
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<tbody>
<tr>
<td>☐ Tracey Mosier, UWF</td>
<td>☒ Rick Gleason, DEOHS</td>
<td>☒ Katia Harb</td>
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<td>☒ Chris Pennington, UWF</td>
<td>☐ TBD, AGO</td>
<td>☐ Eleanor Wade</td>
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<td>☐ Steve Charvat, UWEM</td>
<td>☒ Nancy Gwin, AGO</td>
<td>☒ Erin McKeown</td>
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<td>☒ Barry Morgan, UWEM</td>
<td>☒ Ken Nielsen, Risk Services</td>
<td>☒ Sonia Honeydew</td>
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<td>☒ Lt. Chris Jaross, UWPD</td>
<td>☒ Susan Waghshul-Golden, UWT</td>
<td>☒ Lorilyn A. H. Ignao</td>
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<td>☒ Seth Greenfest, UWHR</td>
<td>☒ Brett Konzek, UWB</td>
<td>☒ Tracy Harvey</td>
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<tr>
<td>☒ Eric Johnson, UW Transp Svcs</td>
<td>☒ Nicholas Monica, UW Transp</td>
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- **Guests**
  - ☒ Sally Clark, CCS | ☒ Desi Schatz, HSC-4 | ☐ |

# 1. Attendance/Quorum
Christine Aker announced that the group did not reach quorum.

2. Call to Order and Welcome
Christine announced that she is filling in as chair for this meeting.

3. Approval of Meeting Minutes
Voting on meeting minutes approval was briefly postponed until quorum was reached.

Then Sonia Honeydew brought up a correction from Sally Clark regarding updated hours for U-District ambassadors; they are available weekdays 7:30am-11pm and weekends 3-11pm. Christine asked for any motions. Paula Lukaszek motioned. Sarah O’Hara seconded. Motion passed and November 2022 meeting minutes were approved with correction.

4. Ergonomics
Sonia Honeydew presented on “Office Ergonomics: Controlling Stressors to Prevent Musculoskeletal Injuries.” According to the U.S. Bureau of Labor Statistics, musculoskeletal injuries are the largest category of workplace injury. Engineering and administrative controls can be put in place to lessen risk factors. Consider utilizing different zones of desk space based on how frequently items are used or reached for. Posture at desk includes seating, where things are placed, height of monitors, hand/wrist/arm placement, etc. Aim to have a neutral posture when working at desk. Contact stresses can reduce circulation and obstruct nerve signals leading to injuries and other health risks.

Four focus points are: chair, keyboard and mouse, feet flat on the floor, and monitor height. As much as possible, avoid contact stress on wrists. Poor wrist posture may indicate an employee needs an ergonomic keyboard. Sarah Coppola recommends this keyboard. Wrist rests should not be used, instead can be used for supporting palms. If using dual monitors, user should be positioned between the two. Holding head too low can cause headache, neck, and shoulder discomfort. When using a laptop, consider using peripheral keyboard and mouse, raise laptop screen, and adjust the chair and working surface.

Control repetition and sustained posture by using physical breaks to get out of chair and eye breaks to reduce eye strain. Work Rave rest break software can help regulate breaks. Try ergonomic furniture and equipment at Access Technology Center; vendors updating items soon.

5. Organizational Group Reports
Christine asked for novel updates, and a summary of midterm challenges and accomplishments.

HSC-1
Ryan Hawkinson reported that in 2022 Zoom meetings allowed for good attendance for at least part of each meeting, though holding meetings in this format did not allow people to share informal ideas. Normally their December meeting includes sharing cookies and memories, but not able to bond that way this year.

HSC-2
Nigel Horton reported on 2022 concerns raised through OARS reports: members of public are getting into parking areas, leaving human waste and drug paraphernalia, and creating security
concerns. Security barriers were added in the Triangle Parking garage. HSC-2 no new reports of this type in December so hopefully incidents are decreasing. Norm Kwasinski followed up on an earlier report that the city was able to briefly remove public RVs from the lot by the Northlake building, but the vehicles returned. UW is looking for a more permanent solution.

**HSC-3**

Tony Colinares reported that in the past year, HSC-3 met consistently and thoroughly reviewed OARS, even when that required overtime. Tony echoed Ryan's comment that Zoom works very well but provides less opportunity for building connections and informal exchange of ideas.

**HSC-4**

Christine Aker mentioned similar experiences with Zoom and expressed challenges with their lack of a full-time executive sponsor but mentioned this changed last month. It is difficult to keep up with filling membership vacancies. Potential challenge: UW no longer provides Catalyst so it will be interesting to see what tool/s will be used for upcoming term elections.

**HSC-5**

David Manley described that with Zoom members are more likely to attend meetings but are also missing having in-person discussions. Zoom helps as HSC-5 is spread out amongst various locations, so it is better they do not need to commute for meetings. Many in medical community are dealing with ongoing fatigue from the pandemic, public safety and workplace violence compliance work. A change of leadership in HSC-5 in 2022 allowed the committee to reconfigure a little and reevaluate how to best serve its purpose.

**HSC-6**

Sarah O’Hara reported that Zoom provides convenience, and people may be more likely to attend the meeting even if not well prepared. The committee is looking to see if second most vote-getters can replace elected members who consistently do not attend HSC-6 meetings as their few alternates are overwhelmed with requests. She reported that HSC-6 has good safety discussions.

**HSC-7**

Alaron Lewis is excited to have Brett and Allyson to support UWB. Biggest challenges are to figure out UWB employees can find out more about the works of the U-Wide and organizational HSCs. How can we make the committee more visible to the community? Meeting minutes should be posted on safety boards, and to an accessible web page.

**HSC-8**

Stephen Costanti reported that their chair left halfway through 2022 and they are currently working with an interim executive sponsor. The downside of Zoom is that the committee members do not know each other very well. Employees may not know where the safety board is, or who is responsible for its upkeep. Sonia pointed to the [UW HR link for required safety posters](#) and Erin pointed out that the [APP](#) describes safety bulletin boards (see page 7 of APP).

**HSC-9**

Sarah Coppola reported that HSC-9 provides an accountability check with thorough reviews of OARS and only close reports when satisfied. They had challenges with shifts in staffing, that required several elections and to find new appointees.

**HSC-10**

David Warren described that in 2022 HSC-10 created a college-wide safety suggestion box with funding to make safety fixes. an anonymous suggestion box. The college membership is geographically spread out and used to using Zoom. He also included a warning to watch out for yellowjackets and that avian flu is spreading; one goose at the Arboretum was already diagnosed
with avian flu, for which there is no cure or treatment. An avian flu focus sheet is forthcoming. Report sick or dead wild birds on a UW campus promptly through the EH&S Wildlife Reporting form, or email phdept@uw.edu or call (206) 543-7209 or (206) 616-1623.

6. Union & Senate Reports
   
   **GPSS**
   Not present.
   
   **WFSE 1488**
   Paula Lukaszek reported that more UW Facilities staff are encountering individuals taking drugs or finding drug paraphernalia, particularly at CPG Odegaard stairs. This startles employees.
   
   **SEIU 925**
   Ann Aumann: nothing to report.
   
   **UAW 4121**
   Not present.
   
   **Faculty Senate**
   Not present.

7. Ex Officio Reports
   
   **UW Facilities**
   Chris Pennington: nothing to report.
   
   **UWPD**
   Lt. Chris Jaross reported that UWPD hired three new campus safety responders. CPG has an ongoing issue with paraphernalia in stairwells. If Facilities staff encounter individuals, call UWPD, who will use REACH to provide resources. 15 car charging cords were stolen from a UW garage.
   
   **Emergency Management**
   Barry Morgan reminded the committee to keep winter emergency supplies in their personal car. Western Washington may be seeing another winter storm coming up. Be cautious and watch out for slip, trip, falls when getting around. Roadways may not be cleared in timely manner and tridemic-related staffing shortages are impacting winter responses and public service agencies.
   
   **DEOHS**
   Rick Gleason: nothing to report.
   
   **UWHR**
   Seth Greenfest: nothing to report.
   
   **AGO**
   Nancy Gwin: nothing to report.
   
   **Claim Services**
   Ken Nielsen: nothing to report.
   
   **Transportation Services**
   Eric Johnson reiterated it is best practice to call UWPD so they can utilize REACH to offer resources to homeless individuals on campus. TS funded campus safety responders patrolling garages from 9pm to 4am. Hopefully by late April a schedule will be in place for CPG securement project. Not all stairwells are under control of Transportation Services; Building Services Department controls inner stairwells to adjacent buildings. Regarding the repeating problem of cars driving on the Burke Gilman trail, Eric shared that UW and SDOT share responsibility for the trail and are
discussing design ideas to close the access point(s). TS is also engaged with Grounds to ensure existing bollards remain and are maintained.

**UW Bothell**
Brett Konzek: nothing to report.

**UW Tacoma**
Susan Wagshul-Golden: nothing to report.

8. **EH&S Updates**
Erin McKeown announced that the [EH&S Annual Report FY 2022](https://example.com) was published. It highlights accomplishments from July 1, 2021 to June 30, 2022 and includes interesting metrics like the fact that over 22,342 personnel and students completed EH&S safety training courses in that time.

A [Post-earthquake Checklist](https://example.com) was recently updated to improve accessibility and provide guidance for all campus locations. Evacuation directors, building coordinators, or other responsible persons should keep hard copies available and bookmark it in preparation for an earthquake.

The updated [Lab Safety Manual](https://example.com) is available for download, as well as a log of changes.

The [UW Fall Protection Program Manual](https://example.com) has also been updated and includes a log of changes.

EH&S is happy to announce we filled our Assistant Director and our manager positions in the Occupational Safety and Health section. We are still recruiting industrial hygienists, a physical safety lead, and a lab safety specialist, and an instructional designer/training manager.

There are no new LNI investigations to report. UW continues to work closely with the School of Dentistry on sharps and reusable sharps management in compliance with an L&I settlement.

Katia reminded all to review the [EHS monthly newsletter](https://example.com) and announced two new staff.

9. **Good of the Order**
Christine asked if anyone would be interested in field trips during the summer to UW Bothell, UW Tacoma, medical centers or any other topics/presentations to bring into the U-Wide. Katia suggested quarterly reviews of university-level illnesses and injury trends.

Christine asked for anything for the good of the order. No points were brought up.

10. **Adjourn**
Christine asked for a motion to adjourn. Sarah O’Hara motioned, Paula seconded, motion passed.

**Meeting adjourned: 2:15pm**