

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

February 11, 2015 1:00-2:30 pm
Foegle N130A

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

***X= Present at meeting**

Agenda

1. Call to Order
 2. Approval of January Minutes
 3. Accident Investigation Training
 4. Organizational Group Reports
 5. Ex-Officio Reports
 6. Transportation Services – Staff Update
 7. Fire Drill Subcommittee Update
 8. EH&S Reports
 9. Meeting Adjournment
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Recorded: by Emma Alder

1. **Call to Order:** Meeting called to order at 1:05 PM by Leslie Anderson.
2. **Approval of January Minutes:** Leslie requested for a motion to approve the January minutes as written. A motion to approve the minutes as written was put forward and seconded. The minutes were approved as written.
3. **Accident Investigation Training:** Emma Alder, EH&S, presented an accident investigation training. The training provided an overview of the accident investigation process with an emphasis on root cause analysis. She explained the steps to an investigation, tools for root cause analysis, and when to report accidents via the UW Online Accident Reporting System (OARS).
4. **Organizational Group Reports:**
 - a. **Group 1:** Ryan Hawkinson reported that Group 1 met recently and reviewed their respective accident reports. He discussed a couple reports involving a student who experienced a seizure on campus. The group discussed what options are available for employees involved with students who experience seizures. Siri McLean, Emergency Management, will present at the next Group 1 meeting in March.
 - b. **Group 2:** Paula Lukaszek reported that Group 2 has not met since the last U-Wide meeting.
 - c. **Group 3:** Sara Jones reported that Group 3 has not met since the last U-Wide meeting.
 - d. **Group 4:** Bob Ennes reported that Group 4 reviewed 31 accident reports at their most recent meeting. A common theme in some of the report was a failure to use proper personal protective equipment (PPE). Phil Numoto, an EH&S representative who attends Group 4, will be presenting at the next Group 4 meeting about eye protection options and ideas to help raise awareness in the research community. Many group members are working towards their active shooter preparation and David Girts will be attending an upcoming Group 4 meeting. The group also discussed current construction projects around campus.

- e. **Group 6:** Ron Maxell reported that Group 6 met in January and reviewed OARS reports and the most recent U-Wide meeting. The group discussed EH&S resources available for conducting fire drills.
- f. **Group 7:** Charlotte Rasmussen reported that Group 7 met yesterday. A vendor discussed a traffic monitoring system for the Bothell campus. The system can display speeds and messages for campus events and closures. The committee members were engaged by the presentation.
- g. **Group 8:** Stephen Rondeau reported that Milt Tremblay, UW Planning and Sustainability, presented on recent construction projects. The committee decided that they would put their “round table” discussion at the beginning of the agenda moving forward so to help ensure there is enough time to cover topics brought forth by members.
- h. **Group 9:** No member present.
- i. **Group 10:** David Zuckerman reported that Group 10 met in January. The group caught up on reviewing their OARS reports and discussed the previous U-Wide meeting topics.
- j. **Group 12:** Rob Hinton reported that Group 12 reviewed their most recent reports. The committee agreed to change their name from “Group 12” to “Group 5.”
- k. **Faculty Senate:** No report.

5. Union Reports

- a. **SEIU Local 1199:** No representative present.
- b. **SEIU Local 925:** Laura Harrington reported that she recently viewed a workplace violence prevention video by LA police department. This led to some ideas to create first aid kits in classrooms that would contain materials for an active shooter situation. For example, a red card could be slid out from under the door to indicate that someone was injured.

Link to video:

https://www.youtube.com/watch?feature=player_embedded&v=AMf8SksLqkk

- c. **UAW 4121:** No representative present.
- d. **WFSE Local 1488:** Jim Bals requested an update on the L&I legionella bacteria investigation in the UWMC cooling towers. Sherry Baron commented that there has not been any recent updates on the investigation. There was a brief discussion on training for UWMC employees.

6. Ex-Officio Reports: No reports.

- 7. **Transportation Services: Staff Update:** Josh Kavanagh introduced Jay Sedivy, the new Safety Specialist within Transportation Services as well as George Donegan, the Fleet Services Manager. Josh wanted the committee to be aware of these resources within Transportation Services. They are currently working on improving the fleet services safety program by identifying gaps in the program

and determining the needs of the university. One of their goals is to facilitate the many different modes of transportation on campus, focusing on motor vehicles.

8. **EH&S Board Update:** Rob Hinton gave an update on the most recent EH&S Board meeting. The group is continuing to discuss the draft of a smoke-free campus policy. They discussed how the policy would work for UW owned buildings versus leased buildings. They are moving forward with the proposal and continuing to make edits where needed. The goal is to present the proposal to the Provost.
9. **Fire Drill Subcommittee:** Leslie Anderson gave a brief update on the list of members who have volunteered for the subcommittee for improving and assisting with fire drill participation on campus. She asked that any additional volunteers contact her soon as she will be reaching out to determine the meeting times.

10. EH&S Reports

- a. **Radiation Safety Update:** Phil Campbell, Assistant Director of Radiation Safety gave an overview of his office's responsibilities within EH&S. He also gave an overview of the accident investigation involving a magnetic resonance imaging (MRI) machine last year.
- b. **OSHA 300 Summaries:** Emma Alder reminded the committees to post their OSHA 300A Summaries.

11. **Meeting Adjournment:** Leslie Anderson adjourned the meeting at 2:45 PM.