

University-Wide Health and Safety Committee Meeting Minutes

March 9, 2016 1:00-2:30 pm
Foege N130A

| | Elected Membership | | Appointed Membership | | Guests |
|-------------------------------|-----------------------------------|-----------------------|--|----------|--|
| X | Leslie Anderson (1) | X | Chad Cook (2) | X | Abebe Aberra, EH&S |
| X | Ryan Hawkinson (1) | X | Paul Zuchowski (3) | X | Mark Murray, EH&S |
| | Sterling Luke (2) | | Bob Ennes (4) | X | Angie Haggard, EH&S |
| X | Sara Jones (3) | X | Nadia Khan (4) | X | Jay Sedivy, Transportation Services |
| X | Carol Harvey (4) | X | Liz Kindred (5) | X | Sheryl Schwartz, EH&S |
| | Stephen Lundgren (5) | | David Zuckerman (10) | | |
| X | Ron Maxell (6) | | Liz Kindred (5) | | |
| | Paul Miller (6) | X | Sonia Honeydew (9) | | |
| | Kelly Carter-Lynn (7) | X | Melissa Banks (7) | | |
| X | Betsy Brown (7) | | | | |
| X | Alex Volkman (8) | | | | |
| | Meghan Fuhlman (8) | | | | |
| | Hannah Wilson (8) | | | | |
| X | Colleen Irvin (9) | | | | |
| X | Rick Gleason (Faculty Senate) | | | | |
| Labor Union Representation | | Ex Officio Membership | | Support | |
| X | Paula Lukaszek WFSE Local 1488 | X | Michelle Doiron Attorneys General Office | X | Jude Van Buren, Director, EH&S |
| | Vacant SEIU Local 1199 | | Tracey Mosier Barb Brown Facilities Services | X | Katia Harb, Asst. Director, EH&S |
| | Vacant SEIU 925 | | Wendy Winslow-Nason Risk Management | | Emma Alder, EH&S Technical |
| | Vacant UAW 4121 | X | Ron Fouty Capital Projects | | |
| | | | Josh Kavanagh, Transportation Services | | |
| *X= Present at meeting | | | | | |

Agenda

1. Call to Order
 2. Approval of Minutes
 3. UW Motor Vehicle Safety Presentation
 4. Organizational Group Reports
 5. Union Reports
 6. Ex-Officio Reports
 7. EH&S Reports
 8. Good of the Order
 9. Adjourn
-

Recorded: by Emma Alder

1. **Call to Order:** Meeting was called to order at 1:02 PM by Leslie Anderson.
2. **Approval of Minutes:** Changes to the February minutes were suggested. The minutes were approved as amended.
3. **UW Motor Vehicle Safety Presentation:** Jay Sedivy gave a presentation on how the UW Fleet Safety Program in Transportation Services is improving vehicle safety throughout the University. As a safety specialist, Jay monitors hazards unique to UW drivers and reviews feedback from the Health & Safety Committees (HSC) to continue developing a safety program relevant to the university to reduce and eliminate vehicle incidents. Distracted driving is a public health and safety issue. The Fleet Safety Program is improving vehicle safety through outreach, driver safety education, innovative strategies and informed policy making. Past year achievements included reduction of motor vehicle accident rate by 23%. There was a discussion on the specificity of the metrics and Jay acknowledged that there is still room for distilling the data. He finished with future safety training topics and methods for improving vehicle safety. Further discussion ensued about student driver safety, pedestrian safety, and the possibility of supplementing online training with hands-on training in the future using modular training programs. HSC members are encouraged to share Jay's contact information and the online training resources with their groups.

Jay Sedivy

Tel: 206.221.6838

Email: jsedivy@uw.edu or tssafety@uw.edu

Website: <https://www.washington.edu/facilities/transportation/fleetservices/training-safety>

4. Organizational Group Reports:

- a. **Group 1:** Ryan Hawkinson reported that 16 people from Group 1 attended the Active Shooter Training this morning, instead of the regular meeting.
- b. **Group 2:** Chad Cook reported that they met for a few minutes this morning, but there was no quorum. January and February minutes will be reviewed and approved tomorrow.
- c. **Group 3:** Sara Jones reported that Group 3 held a short meeting to review all the accident reports. The reduction in the number of knife-cut accidents can be anticipated with the use of cut-gloves. Group 3 will help push forward the Red Square slip/trip/fall issues if possible.
- d. **Group 4:** Nadia Khan reported that Group 4 held elections at their recent meeting. Bob Ennes and Nadia switched roles. Carol Harvey will be the U-Wide representative. Safety committee training was reviewed. Most members attended the Active Shooter Training held this morning.
- e. **Group 5:** No members present.
- f. **Group 6:** Ron Maxell reported that Group 6 met on February 18th. Members were informed on the U-Wide Meeting. 8 OARS reports were reviewed. The number of members decreased from 30 to 7 people, so there may have been an election issue. Angie Haggard was introduced at the meeting. The next meeting is on March 17th.
- g. **Group 7:** Betsy Brown reported that Group 7 met yesterday and reviewed 3 months' worth of OARS reports.
- h. **Group 8:** Alex Volkman reported that Group 8 met and went through the Safety Committee Training with Emma Alder, EH&S. The next meeting is tomorrow. OARS reports will be reviewed.
- i. **Group 9:** Colleen Irvin reported that Group 9 met at the end of February to go over OARS reports. There was a presentation on the Green Laboratory Program.
- j. **Group 10:** No members present
- k. **Faculty Senate:** No report

5. 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:** Paula Lukaszek asked about how best to address observed safety deficiencies by contractors working on campus (e.g. scaffolding at Clark Hall.) Contractors need to have more accountability for safety. Ron Fouty brought up the need to get all types of contractors together to standardize safety requirements. The different types of contractors include those working on capital projects, vendors coming out to provide services, suppliers doing installation and maintenance work, and those not working on UW projects but working around the campus. Paula asked if safety requirements could be negotiated during contracting. There was a discussion about EH&S involvement in the contracting. EH&S does not administer contracts, but will assist with developing policies, such as in the case of asbestos work around UW. If safety concerns are observed, the contractor, EH&S or Capital Projects should be contacted so that they can be addressed.
6. After the Union report, Sara Jones brought up how her committee has been handling OARS reports regarding repetitive motion injury in OARS and asked for feedback on the approach. Katia Harb, EH&S, confirmed the approach and explained that more serious ergonomic related injuries and trends are followed up on by EH&S or special projects.
7. **Ex-Officio Reports:** Ron Fouty reported that there is increased construction activity around campus. There is an initiative by the Capital Planning department to standardize wayfinding signs around campus construction sites for consistency.
8. **Evacuation Drill Subcommittee:** Leslie Anderson and Mark Murray gave an update on the Evacuation Drill Subcommittee. The group will be re-convening this time with building coordinators. Mark Murray's team has been updating the Emergency Evacuation and Operations Plan to reflect the current code. The subcommittee reviewed the draft. The team will aim to increase annual drills, with EH&S administering to reduce the administrative burdens on those involved. Building coordinators and administrators will be doodle polled to find the best times to hold the drill. A pilot drill is planned for April. Administrative policies for the drills will be updated to reflect these changes. The new fire safety plan has been pared down by removing the emergency evacuation plan. The new plan will not be department specific, but rather by building. The importance of having faculty and staff awareness of the plan for them to be able to guide students during actual emergencies was discussed.
9. **EH&S Reports:**
 - a. **L&I Update:** Katia Harb gave a brief update on the phone-fax from L&I regarding an ergonomics issue at Harborview Medical Center last week. Harborview is looking into the placement of a medicine dispenser. Having accident prevention documents, training, and PPE are crucial for L&I investigations.

- b. **Staff Update:** Stuart Cordts has retired, and Angelina Haggard was introduced as the new OARS administrator.
 - c. **Board Update:** Jude Van Buren gave an update on the compliance initiative taken on by Elizabeth Cherry. 6 subject areas have been identified. One large area is lab safety under Research and Compliance. Jude will report on the March 14th board meeting at the next U-Wide meeting.
 - d. **Pack 12:** Jude reported the EH&S directors from Pack 12 institutions recently met. The new president of WSU sent out a letter to the community on the importance of safety.
 - e. **Ergonomist Position:** Sheryl Schwartz reported that the right candidate was not found for the ergonomist position. For the time being, Emma Alder and Phil Numoto will fill in to address office ergonomics issues. For larger ergonomics issues, Emma will help departments connect with an outside consultant. Consultant information on the EH&S website has been updated in the last few years. Another resource is L&I, but departments should go through EH&S first. Leslie would like to see this noted on the website. A U-Wide Committee tour of Mary Gates Hall was suggested.
 - f. **Food Safety Program at UW:** Abebe Aberra gave a short presentation about the EH&S Food Safety Program. The program inspects various food establishments at the UW, investigates non-compliance, consults groups having events, and educates the community. Washington State's inspection list is used for inspections. The program also monitors about 1,000 UW temporary food permits. Abebe reflected on the benefits of having an internal food safety program which has an understanding of how the university operates.
- 10. Meeting Adjournment:** The meeting was adjourned by Leslie Anderson at 2:36 PM.