

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

May 13, 2015 1:00-2:30 pm  
Foegen N130A

	<b>Elected Membership</b>		<b>Appointed Membership</b>		<b>Guests</b>
<b>X</b>	Leslie Anderson (1)	<b>X</b>	Paul Zuchowski (3)	<b>X</b>	Scott Preston, UWEM
<b>X</b>	Ryan Hawkinson (1)		Bob Ennes (4)	<b>X</b>	Mark Murray, EH&S
<b>X</b>	Paula Lukaszek (2)	<b>X</b>	Nadia Khan (4)	<b>X</b>	Chris Pennington_FS
	Sterling Luke (2)		Nicole Sanderson (7)	<b>X</b>	Tracy Harvey
<b>X</b>	Sara Jones (3)		Michael Glidden (9)		
<b>X</b>	Ron Maxell (6)	<b>X</b>	David Zuckerman (10)		
	Paul Miller (6)	<b>X</b>	Liz Kindred (5)		
<b>X</b>	Charlotte Rasmussen (7)		Rob Hinton (5)		
<b>X</b>	Stephen Rondeau (8)				
<b>X</b>	Sonia Honeydew (9)				
	Roy Farrow (10)				
	Kathy Newell (10)				
<b>X</b>	Rick Gleason (Faculty Senate)				
	<b>Labor Union Representation</b>		<b>Ex Officio Membership</b>		<b>Support</b>
<b>X</b>	Jim Bals WFSE Local 1488	<b>X</b>	Michelle Doiron Attorneys General Office		Jude Van Buren, Director, EH&S
	Joel McCulloch SEIU Local 1199	<b>X</b>	Tracey Mosier Facilities Services	<b>X</b>	Katia Harb, Asst. Director, EH&S
	Laura Harrington SEIU 925		Wendy Winslow-Nason Risk Management	<b>X</b>	Sherry Baron, EH&S Technical
	Peter Johnston UAW 4121	<b>X</b>	Ron Fouty Capital Projects	<b>X</b>	Emma Alder, EH&S Technical
			Josh Kavanagh, Transportation Services		

**\*X= Present at meeting**

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## Agenda

1. Call to Order
  2. Approval of March and April Minutes
  3. After Action Report Briefing: Royal Flush
  4. Organizational Group Reports
  5. Union Reports
  6. Ex-Officio Reports
  7. Evacuation Drill Subcommittee Update
  8. April Meeting Update: Tacoma Transportation
  9. EH&S Reports
  10. Meeting Adjournment
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Recorded: by Emma Alder

1. **Call to Order:** Meeting called to order at 1:02 PM by Leslie Anderson.
2. **Approval of March and April Minutes:** Leslie requested for a motion to approve the March and April minutes as written. A motion to approve the minutes as written was put forward and seconded. The minutes were approved as written.
3. **After Action Report Briefing - Royal Flush:** Scott Preston, UW Emergency Management (UWEM), gave an overview of the strengths and areas for improvement for the most recent University drill, Royal Flush. Royal Flush involved a water contamination scenario that impacted UW Seattle campus and the surrounding community. This was the 12<sup>th</sup> annual Emergency Operations Center (EOC) exercise conducted by UWEM and the UW system. For the whole briefing, please see Attachment 1.
4. **Shop Survey Program:** Mark Murray reported on the newly developed Shop Survey Program. He explained that areas with at least one piece of machinery would be considered a shop. Mark discussed why the program was developed and explained that an advisory group was formed to determine what was needed to make the program successful. The shop surveys have already begun. EH&S provides items to the shop upon their initial survey including a shop safety manual, safety tips/guidance poster, and a general personal protective equipment (PPE) caution sign. Shop surveys will continue over the next three months. For more information, visit the Shop Survey Program webpage: <http://www.ehs.washington.edu/fsophyssafe/shops.shtm>.
5. **Evacuation Drill Subcommittee Update:** Leslie Anderson gave an update on progress of the subcommittee. UWEM will now be regularly attending meetings and the committee is reaching out to the Signal Alarm Shop to ask for their participation as well. For next meeting, the committee is looking into the possibility of drilling the campus in zones. The committee is also looking at how other University's conduct and enforce safety rules such as drills.

## 6. Organizational Group Reports:

- a. **Group 1:** Ryan Hawkinson reported that Group 1 noted several slip and trip related accidents for the previous month. Ryan informed the committee that Gerald Baldasty, Interim Provost and Executive Vice President, will be the interim Executive Sponsor for Group 1.
- b. **Group 2:** Paula Lukaszek reported that Group 2 met and discussed accident reports, a recent L&I investigation, the group's lack of membership, parking issues, Burke Gilman construction updates, and fire drills.
- c. **Group 3:** Sara Jones reported that Group 3 reviewed and analyzed accident reports. She said Group 3 has been critiquing the reports to not only determine if they were incomplete but how they were incomplete. The group discussed the U-Wide meeting at UW Tacoma. She also brought up a concern regarding knives at Pagliacci in the HUB that are stored after hours in a location that could be accessible by people walking by. They are working to find a less accessible location for the knives. The group also discussed efforts the IMA is making to improve their evacuation drills.
- d. **Group 4:** Nadia Khan reported that Group 4 reviewed reports and conducted their other routine business. In April, SafeCampus gave the biannual workplace violence training to the committee members.
- e. **Group 5:** Liz Kindred reported that Group 5 met and discussed new hazardous drug rule (presentation from Pharmacy).
- f. **Group 6:** Ron Maxwell reported that Group 6 conducted their normal, routine business. Sherry Baron added that Burke Museum discussed a recent incident with member of public who was injured and did not know how and if the employees should transport the individual to the hospital. As there is no policy regarding transportation in these situations, the Burke Museum will develop their own.
- g. **Group 7:** Charlotte Rasmussen reported that Group 7 did not meet in April. The group met in March and discussed a report where someone slipped on wet pavement. She also discussed a recent incident where she was stuck in elevator and when using the emergency button, it took time before the call was answered. The elevator also did not have an address posted inside so she was unable to explain to the operator where exactly the elevator was located. She reported this to the UW Bothell Safety and Security Office for investigation.
- h. **Group 8:** Stephen Rondeau reported that David Leonard presented at the most recent Group 8 meeting. The group discussed a variety of safety topics including ergonomics and safety when watching TV, safety belts, asbestos, and silica. Stephen brought up a recent concern regarding pedestrians walking past contractors cutting concrete. There was dust due

to the lack of wet cutting which could have been an issue for the pedestrians as well as the person doing the work.

- i. **Group 9:** Sonia Honeydew reported that Group 9 conducted their routine business at the most recent meeting. Ed Havey visited the committee and gave presentation on office ergonomics.
- j. **Group 10:** David Zuckerman reported that Group 10 has two new members. The group reviewed the OARS reports and applied recent root cause analysis training. The Associate Dean is pushing for EEOPs to be updated throughout the school. David also reported that the arboretum parking lots are now in the emergency database.
- k. **Faculty Senate:** Rick Gleason asked about a student physics lab with a drill press lathe. He wondered if these shops would be include in the Shop Survey Program. Tracy Harvey replied that student shops are included.

## 7. 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:** Jim Bals requested an update on the recent L&I investigation in UWMC. Sherry Baron will provide. Paula requested an update on any efforts to reduce the speeding on Canal Rd. Josh Kavanagh will be reached after meeting for any updates on this area.
8. **Ex-Officio Reports:** Tracy Mosier reminded the committee that there will be a Fall Protection Workshop Open House on May 18th. Ron Fouty reported that construction is happening along Boat Street with approximately 200 construction workers. There will be lots of activity around the intersection. Some near-miss collisions with pedestrians and bikes have occurred. It is important to pay attention in this area.
9. **EH&S Reports:** There was not enough time for the EH&S report so it was tabled until the June meeting
10. **Meeting Adjournment:** The meeting was adjourned by Leslie Anderson at 2:32 PM.

**Attachment 1:** After Action Report Briefing for Royal Flush