

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

July 13, 2016 1:00-2:30 pm
Foegen N130A

	Elected Membership		Appointed Membership		Guests
X	Leslie Anderson (1) Chair	X	Chad Cook (2)	X	Stacie Smith
	Ryan Hawkinson (1)	X	Paul Zuchowski (3)	X	Susan Freccia
	Sterling Luke (2)	X	Melissa Banks (7)		
	Carol Harvey (4)		Nadia Khan (4)		
	Stephen Lundgren (5)	X	Liz Kindred (5) Co-Chair		
X	Ron Maxell (6)	X	Sonia Honeydew (9)		
	Paul Miller (6)	X	David Zuckerman (10)		
X	Kelly Carter-Lynn (7)				
X	Betsy Brown (7)				
	Alex Volkman (8)				
	Meghan Fuhlman (8)				
X	Hannah Wilson (8)				
X	David Warren (10)				
	Rick Gleason (Faculty Senate)				
	Labor Union Representation		Ex Officio Membership		Support
X	Paula Lukaszek WFSE Local 1488		Michelle Doiron Attorneys General Office	X	Jude Van Buren, Senior Director, EH&S
	Vacant SEIU Local 1199	X	Tracey Mosier, Facilities Services		Katia Harb, Asst. Director, EH&S
	Vacant SEIU 925		Vacant, Risk Services	X	Emma Alder, Accident Prevention Mgr., EH&S
	Vacant UAW 4121	X	Ron Fouty, Capital Development Projects	X	Angie Haggard, EH&S
				X	Doug Gallucci, EH&S
*X= Present at meeting					

Agenda

1. Call to Order
 2. Approval of Minutes
 3. Vice-Chair Election
 4. After Action Report: Current Affair
 5. Organizational Group Reports
 6. Union Reports
 7. Ex-Officio Reports
 8. Health & Safety Governance Task Force
 9. EH&S Reports
 10. Open Discussion
 11. Adjourn
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Recorded: by Angie Haggard

1. **Call to Order:** Meeting was called to order at 1:05 PM by Leslie Anderson.
2. **Approval of Minutes:** No changes to the June minutes were suggested and were approved as written. As there was no quorum to ratify the June meeting minutes they will be ratified at the August meeting if a quorum is present.
3. **Vice-Chair Election:** The committee held an election for Vice-Chair due to the vacancy left by Sara Jones who has left the University. The floor was opened for nominations. Liz Kindred was the sole nominee. Her nomination was accepted and seconded. The committee voted by a show of hands in favor and Liz Kindred was elected Vice-Chair.
4. **After Action Report:** Current Affair – Stacie Smith from UW Emergency Management - Seismic Resilience Program Office presented an After Action Report for the one day functional exercise Current Affair that occurred on April 28, 2016. This year's exercise scenario was a long term power outage. The objectives for Current Affair included utilizing roles and responsibilities, situation awareness and to practice coordination. The primary challenge was University wide communication. The exercise allowed participants to practice effective strategic decision making and how to manage public information. Shortly after the exercise is completed, participants met for a "hot wash". Participants provided initial feedback for what went well and areas for improvement. The next steps are implementing the corrective action plan. Slides will be posted online here: <http://www.ehs.washington.edu/ohssa/com/mtgminutes16.shtm>

Current Affair was a separate exercise from the regional exercise Cascadia Rising held from June 7 – June 9 with participants from British Columbia to northern California.

5. **Organizational Group Reports:**

- a. **Group 1:** Leslie Anderson reported Group 1 met earlier in the day. The group reviewed the Online Accident Reporting System (OARS) reports. Emma Alder presented the 2015 Accident Statistics. There was an update from the Health & Safety Governance Task Force. Group 1 will discuss possible Safety projects at the Provost's behest.
- b. **Group 2:** Chad Cook reported Group 2 met on June 9. They discussed OARS reports. There was a discussion about Active Shooter notifications. Creative Communications (C2) created a Safety Lean Board.
- c. **Group 3:** Paul Zuchowski reported Group 3 met on June 22nd. They reviewed OARS reports. They have a resiliency working group. Sara Jones announced her departure from the University.
- d. **Group 4:** No report.
- e. **Group 5:** Liz Kindred reported Group 5 they were able to get caught up on their report reviews since they did not meet in May. The group focused on reducing safe patient handling for the medical center's which included identifying the available resources, training and equipment.
- f. **Group 6:** Ron Maxell reported Group 6 had a short meeting. Election activities for more committee members will take place in September.
- g. **Group 7:** Mel Banks reported Group 7 has met twice the last U-Wide meeting. They reviewed OARS reports. They discussed field trip protocols with Risk Management. They expressed concern for Pokémon Go safety. The group reviewed the 2015 Accident Statistics with Ana Karaman, Vice Chancellor for Administration and Planning. Ana is Group 7's Executive Sponsor.
- h. **Group 8:** No report.
- i. **Group 9:** Sonia Honeydew reported Group 9 met on June 27th. They reviewed OARS reports. The group reviewed Lab Safety and their Husky Ready Plan. Emma Alder presented on Root Cause Analysis. Stacie Smith from UW Emergency Management will be the guest speaker at the July meeting.
- j. **Group 10:** David Warren reported Group 10 met on June 20th and reviewed OARS reports. Angie Haggard provided the U-Wide meeting update. Group 10 expressed concern for the location of Tent City 3. The location selected for Tent City 3 is Group 10's designated evacuation area. The Dean's Office is requiring Husky Ready training for the entire college. There is a picnic planned in conjunction with the July meeting. Group 10 also expressed concern regarding the possible overlaps and duplicative efforts for various plans, i.e. Fire Safety Evacuation Plans (FSEOP) formerly the EEOP, Husky Ready and the Health & Safety Plans/Accident Prevention Plans (APP).

- k. **Faculty Senate:** No report.
6. **Union Reports:** Paula Lukaszek reported that WFSE Local 1488 filed a grievance for the Clark Hall windstorm scaffolding incident. The forensic report is complete. Paula also stated the scaffolding should have been built to specifications – the pins were a problem. She further reported that two masons used yellow cards to bring attention to their concerns about the scaffolding at Clark Hall. She also commented that there is a lack of knowledge on campus regarding these kinds of situations. Tracey Mosier stated she could not comment because there was an open grievance. Tracey reminded the committee that there are many different ways facilities employees can bring forward safety issues and concerns. And due to the concerns brought forward regarding the Clark Hall scaffolding, Labor and Industries was contacted to review the scaffolding concerns.
7. **Ex-Officio:** No reports.
8. **Health & Safety Governance Task Force** Susan Freccia, Director of Strategic Initiatives, Compliance and Risk Services provided an update from the Task Force on Health and Safety Governance. Susan will send a summary email to the U-Wide committee after the meeting.
9. **EH&S Reports:**
- a. **EH&S staffing Update:**
- i. The Building Fire & Safety group has vacancies due to Christa Gorski, Joe Grogean, and Gary Bangs leaving the University. During the interim period, Argus is conducting the technical trainings for Facilities Services. There will be a temporary/contract Industrial Hygiene employee during the interim period. This interim period also provides an opportunity to review policies and procedures and organizational structure.
 - ii. Karen Crow begins her new position August 1st with responsibilities for Outreach and Health Education. She is currently the SHIP project manager. Her responsibilities will include updating the EH&S website and assisting with the Lab Safety outreach initiative.
- b. **L&I Update:** On July 8th an Allergy & Infectious Disease employee was hospitalized. No L&I inspection has occurred. The initial injury investigation report contains information about improperly packaged sterile samples with dry ice.
10. **Open Discussion:** none.
11. **Meeting Adjournment:** Leslie adjourned the meeting at 2:29 PM.