

University-Wide (U-Wide) Health and Safety Committee Meeting Minutes  
 September 13, 2016  
 1:00-2:30 pm Foege N130A

	<b>Elected Members (Group)</b>		<b>Appointed Members (Group)</b>		<b>EH&amp;S Staff</b>
x	Leslie Anderson (1) Chair	x	Chad Cook (2)	x	Jude Van Buren
x	Ryan Hawkinson (1)	x	Paul Zuchowski (3)	x	Katia Harb
	Sterling Luke (2)			x	Emma Alder
	Carol Harvey (4)	x	Nadia Khan (4)	x	Mark Murray
	Stephen Lundgren (5)	x	Liz Kindred (5) Co-Chair	x	Doug Gallucci
x	Ron Maxell (6)	x	Sonia Honeydew (9)	x	Eleanor Wade
x	Maggie Luning (6)		David Zuckerman (10)	x	Angelina Haggard
x	Kelly Carter-Lynn (7)				
x	Betsy Brown (7)				
	Melissa Banks (7)				
	Alex Volkman (8)				
	Hannah Wilson (8)				
x	David Warren (10)				
x	Rick Gleason (Faculty Senate)				
<b>Labor Union Representation</b>		<b>Ex-Officio Members</b>		<b>Guests</b>	
	Paula Lukaszek WFSE (Washington Federation of State Employees) Local 1488		Michelle Doiron Attorneys General Office	x	Chief Vinson, UWPD
	Vacant SEIU (Service Employees International Union) Local 1199	x	Tracey Mosier & Chris Pennington, Facilities Services		
	Vacant SEIU 925		Stacie Smith, Emergency Management		
x	Taylor Stepiem & Sam Sumpter – Graduate & Professional Student Senate (GPSS) also UAW (United Auto Workers) 4121	x	Jay Sedivy, Transportation Services		
			Vacant, Risk Management		
*x= Present at meeting					

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**Agenda**

1. Call to Order
  2. Approval of Meeting Minutes
  3. Health & Safety Governance Task Force
  4. Organizational Group Reports
  5. Union Reports
  6. Ex-Officio Reports
  7. U-Wide Charter
  8. Environmental Health & Safety (EHS) Reports
  9. Good of the Order
  10. Adjourn
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Recorded: by Angelina Haggard

1. **Call to Order:** Meeting was called to order at 1:01 PM by Leslie Anderson.
2. **Approval of Meeting Minutes:** There was a change to correct a name in the August meeting minutes. The change was accepted and the August meeting minutes were approved.

**Motion to add an Ex-Officio Member:** There was a motion to add the University of Washington Police Department (UWPD) as an Ex-Officio member. The motion was seconded and carried.

3. **Health & Safety Governance Task Force:** Leslie reported the industry focus group meeting on August 26, 2016 went well. Leslie gave a Pop Quiz on Emergency Procedures. The pop quiz was well received and that we should be mindful about safely navigating campus and be considerate of those who may not be as familiar with our campus. The committee discussed having a mobile application to access the safety portal for faculty/staff, students and the public. EH&S Building Fire and Safety is talking with other universities about best practices for emergency procedures and notifications. They are also working with the GIS (Geographic Information Systems) group to update the building evacuation signs. This will allow EH&S staff to manage the sign tasks within EH&S in the future.

#### 4. Organizational Group Reports

- a. **Group 1:** Leslie Anderson and Ryan Hawkinson reported Group 1 met earlier today. The group reviewed the Online Accident Reporting System (OARS) reports. They discussed project options for the committee. Group 1 shared the lessons learned from the Mary Gates Hall Information School fire. At least 6 faculty/staff from various departments were temporarily relocated due to the smoke and water damage. Mary Gates Hall occupants were encouraged to review their business continuity plans.
- b. **Group 2:** Chad Cook reported Group 2 has met twice since the last U-Wide meeting. They discussed OARS reports and participating in the Great Washington Shake Out on October 20<sup>th</sup>. Ron Fouty provided a Capital projects update.

- c. **Group 3:** Paul Zuchowski reported Group 3 did not meet in August. They will be meeting next week to catch up.
  - d. **Group 4:** Nadia Khan reported Group 4 met on August 23<sup>rd</sup>. The group got caught up on three months of OARS subcommittee reports and the U-Wide committee. Guest Speakers from Green Labs shared a presentation about their services to help make your lab green.
  - e. **Group 5:** Liz Kindred reported Group 5 reviewed the University of Washington Medical Center, Harborview Medical Center and Airlift Northwest reports. Sherry and Pam from Risk Services presented their 2015 statistics.
  - f. **Group 6:** Maggie Luning reported Group 6 did not meet last month and will meet tomorrow.
  - g. **Group 7:** Kelly Carter-Lynn reported the Group 7 discussed an OARS report involving the receipt of a delivery of a carpet roll that caused an injury. They are reviewing the standard operating procedures for receiving deliveries. Group 7 is working towards making their meetings more action oriented and not task oriented. The Shake Shack will be visiting UW Bothell.
  - h. **Group 8:** No report.
  - i. **Group 9:** Sonia Honeydew reported Group 9 met on Aug 29th. They reviewed OARS reports. One of the reports involved a previous lab member accessing the lab after a six month absence. Group 9 discussed best practices to keep their lab access lists current. They welcomed a new member from Chemical Engineering. Several departments of the group are participating in the Great Shakeout on October 20<sup>th</sup>. The Dean's Office is monitoring reports of Hate Speech Graffiti.
  - j. **Group 10:** David Warren reported that group 10 met on August 15th and reviewed OARS reports. One of the reports discussed involved a University car breaking down near Joint Base Lewis McChord. The employee was unable to get road assistance from our vendor since the documents in the vehicle were not updated. Jay Sedivy reminded employees to verify the documents in the vehicle are current prior to travelling. There is limited accountability for returned University vehicles. Please continue to be diligent about reporting issues with University vehicles. A U-Wide update was also provided.
  - k. **Faculty Senate:** Rick Gleason reported next week about 40,000 students will be arriving on campus.
5. **Union Reports:** Taylor Stepiem with guest Sam Sumpter reported the UAW 4121's current priority was sexual harassment and sexual assaults.
6. **Ex-Officio Reports**
- a. Jay Sedivy reported that since Rainier Vista has been constructed there have been questions about the weight limit on the elevated walkways. Vehicles must not use the elevated walkways. Updated Signage is currently being considered. In addition,

congestion on campus has led to an increase of illegally parked vehicles which led to a near miss by Columbia Way. The illegally parked vehicle was obscuring crosswalk. Jay is working with UPWD for enforcement efforts.

- b. UWPD Chief Vinson thanked the members for the opportunity to continue to add value to the broader university committee. Chief Vinson encouraged the committee help put into action the Active Shooter Response conversations. Chief Vinson shared his passion for holistic engagement with progress towards goals and desired outcomes. A good example was in the Social Work Department over the last few years. Their collaborative efforts to mitigate and reduce risk and identify the resources available to the campus community. The Social Work department internally funded the collaborative recommendations. Chief Vinson also encouraged the campus community to be comfortable with reporting, to build a culture of awareness: see something, say something. The UWPD is finalizing a seven minute Active Shoot Response video as a training resource for faculty to show to students at the beginning of each quarter.

7. **U-Wide Charter:** Emma Alder and Angelina Haggard led a group discussion for the draft U-Wide charter. The draft charter will be distributed to committee members for their input.

## 8. EH&S Reports

- a. **Accident Prevention Unit:** The Lab Safety Seminar (LSS) for graduate students is scheduled for September 27th in Kane Hall. In previous years, the LSS was held over a two day period. This year's one day 4-hour format requires attendees to complete online training prior to the in person training. The seminar format includes case studies presented by EH&S staff in the areas of Biosafety, Chemical Hazards, Fire Safety, and Radiation Safety. There is also an industry panel of experts and hands on fire extinguisher training. The UW lab community was invited to attend. There will be a social afterwards with light refreshments. There are currently 400 registrants.
- b. **Labor & Industries (L&I) Update:** There was a complaint about UW Consolidated Laundry on August 30<sup>th</sup>. The complaint was concern for electrical equipment in and/or near standing water. An inspection was conducted and we are awaiting the results.
- c. **Staff Updates:** Brandon Kemperman, Occupational Health & Safety Specialist, joined the Building Fire & Safety Unit.

Jude Van Buren reported there is currently a nationwide recruitment open for an Assistant Director for the new Occupational Safety and Health Section. This section realigns the industrial hygiene group with the Accident Prevention Unit. Jude thanked Katia Harb and Mark Murray for their collaborative efforts between the work groups over the last several years.

9. **Good of the Order:** There will be a PEAT (Pre-Entry Assessment Team) Drill on September 21<sup>st</sup> at UW Bothell.

10. **Meeting Adjournment:** Leslie Anderson adjourned the meeting at 2:25 PM.