

University-Wide (U-Wide) Health and Safety Committee
 September 13, 2017 Meeting Minutes
 1:00-2:30 pm Foege N130A

	Elected Members (Group)		Appointed Members (Group)		EH&S Staff
x	Leslie Anderson (1) Chair	x	Chad Cook (2)	x	Jude Van Buren
x	Ryan Hawkinson (1)	x	Paul Zuchowski (3)	x	Denise Bender
	Sterling Luke (2)	x	Beth Hammermeister (4)	x	Emma Corell
		x x	Liz Kindred (5) Vice-Chair	x	Angelina Haggard
x	Carol Harvey (4)		Sonia Honeydew (9)		Robyn Kunsman
	Stephen Lundgren (5)		David Zuckerman (10)	x	Douglas Gallucci
x	Maggie Luning (6)			x	Natalie Ndaranyi
x	Tamara Leonard (6)				
	Melissa Banks (7)				Guests
x	Kelly Carter-Lynn (7)			X	Shari Sprung
	Alex Volkman (8)			X	Pam Nathan
	Hannah Wilson (8)				
x	Colleen Irvin (9)				
x	David Warren (10)				
x	Rick Gleason (Faculty Senate)				
	Labor Union Representation		Ex-Officio Members		Ex-Officio Members
x	Paula Lukaszek, WFSE Local 1488		Michelle Doiron, Attorney General's Office	x	Sgt. C. Wilson, UWPD
	Vacant, SEIU Local 1199	x	Tracey Mosier, Facilities Services		Jay Sedivy, Transportation Services
	Hannah Barnett, SEIU Local 925	x	Chris Pennington, Facilities Services	x	Letty Rogers, Risk Management
	Taylor Stepien, Graduate & Professional Student Senate (GPSS), UAW 4121		Steve Charvat, Emergency Management		
		x	Eli King, Emergency Management		
			Stacie Smith, Emergency Management		
*x= Present at meeting (13 needed for quorum)					

Agenda

1. Call to Order
 2. Approval of Meeting Minutes
 3. 2017 Worker's Compensation - Claims Services Presentation
 4. Organizational Group Reports & Election Updates
 5. Union Reports
 6. Faculty Senate Report
 7. Ex-Officio Reports
 8. Environmental Health & Safety (EH&S) Updates
 9. WA State Labor and Industries (L&I) Updates
 10. Good of the Order
 11. Adjournment
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Recorded by Angelina Haggard

1. **Call to Order:** The meeting was called to order at 1:04 PM by Leslie Anderson.
2. **Approval of Meeting Minutes:** The August Meeting Minutes were approved as written.
3. **[2017 Worker's Compensation](#) - Claims Services Presentation:** Shari Sprung, Pam Nathan, and Letty Rogers presented the 2016 Worker's Compensation Report. (Presentation can be found on the Claim Services website.)
4. **Organizational Group Reports & Election Updates**
 - 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 did not have quorum. The committee discussed their charter and the impact of a recent reorganization on Health & Safety Committee members. There is a recommendation for UW Information Technology, Capital Planning and Development, and Human Resources to become a part of Group 2. The committee discussed a recent incident at Fluke Hall involving construction project fence that blocked a fire exit egress. The fence has been moved to allow for safe egress and EH&S is conducting an investigation.
 - b. **Group 2:** Chad Cook stated Group 2 met on August 10 and did not have quorum. The committee will begin creating a charter and discussed potential impact of the recent reorganization to Group 1 and Group 2. Chad asked the committee for feedback about disciplinary action guidelines should be a part of the Fire Safety Evacuation Plan when employees do not follow Fire Safety Evacuation Plan protocol. Beth Hammermeister shared that the Seattle Fire Department can issue fines to individuals. Chad expressed concern about the amount of time occupants took to evacuate Roosevelt Commons West via the two exit stairways. EH&S will conduct an evaluation to determine if the egress pathway is code compliant. Group 2 still needs an Election Coordinator.

- c. **Group 3:** Paul Zuchowski reported Group 3 reviewed OARS reports. They did not have quorum. They discussed the large events presentation. Election nominations closed Friday, September 15. There are currently 12 to 14 candidates. A very good turnout in an effort to expand elected membership.
- d. **Group 4:** Beth Hammermeister reported the Group 4 subcommittee reviewed 40 OARS reports. There was an increase in the number of School of Dentistry reports. This could be due to better reporting and/or students are spending more time in the clinic. They discussed their charter and included a section on conflict resolution. They encouraged Union and student representation. Group 4 talked about on-going indoor air quality discussion concerns related to the roles and responsibilities of Facilities Services and cleaning. The committee expressed concern about being unable to display photos of felons. Officer Wilson clarified that pictures can be shared with staff only and cannot be displayed where the general public may see them. He stated that SafeCampus will put together information bulletins that include photos and reiterated these may not be posted publicly and can only be shared with staff.
- e. **Group 5:** reported Group 5 reviewed Patient Safety Net and Safety Intelligence reports. They reviewed annual safety patient handling data. There is a current safety initiative to reduce patient handling and holding incidents by installing ceiling lifts in each room. The ceiling lift initiative is 90% complete. Departments like Airlift Northwest, housekeeping and the lift teams are implementing breathing techniques, mindfulness, and stretching as part of their workday routines. Teresa Kennedy is their election coordinator and nominations will open later this month. Liz requested clarification regarding health and safety committee member representation for UW Medicine Shared Services at various locations i.e. UW Tower and Sandpoint. Group 5 elections should be complete by Thanksgiving.
- f. **Group 6:** Maggie Luning reported Group 6 met on August 17 and reviewed June and July OARS reports. They approved July meeting minutes and discussed the August U-Wide meeting. The loading dock and pedestrian traffic concern involving Kincaid Hall was resolved. They improved pedestrian access to the Burke Gilman Trail due to construction of the new Life Sciences Building. However, they are still awaiting installing of a stop sign. Eli King is scheduled to present the Large Event presentation at their next group meeting. Election nominations are open until all employees return to campus 9/29 or later. Group 6 will begin discussing their charter.
- g. **Group 7:** Kelly Carter-Lynn reported Group 7 did not meet in August or September in her absence due to a family emergency. Kelly will be the Group 7 election coordinator.
- h. **Group 8:** No member present.
- i. **Group 9:** Colleen Irvin reported Group 9 reviewed June and July OARS reports. Election nominations are currently open and close on September 15.
- j. **Group 10:** David Warren reported that group 10 did not have quorum and began discussing their charter.

5. **Union Reports:** Paula Lukaszek asked for an update on legionella at UWMC, the Northlake Building scaffolding, the mercury spill, and the Art Department stop work incident. Jude Van Buren shared UWMC is working with the Centers for Disease Control and Toby Purvis at UWMC Environmental Services may be contacted for more information regarding legionella. Liz Kindred added an FAQ was emailed to employees regarding Legionella. Emma Corell provided an update on the Northlake Scaffolding inspection as part of the L&I update. The mercury spill incident report will be distributed and reviewed at the next Group 2 meeting. Denise Bender will follow up with Brandon Kemperman regarding the Art Department stop work incident.
6. **Faculty Senate Reports:** Rick Gleason reminded the committee that 40,000 students will be coming to campus in two weeks along with approximately 40,000 faculty and staff.
7. **Ex-Officio Reports:** Tracey Mosier mentioned a recent lock out tag out (LOTO) incident and reminded the committee of the importance of reviewing LOTO policy and procedures to prevent serious injuries. Officer Wilson reported there were two minor injuries involving UWPD officers. EH&S is monitoring and testing UWPD vehicles for carbon monoxide leaks. Currently, no leaks have been detected.

At 2:29 PM motion by Leslie Anderson to continue the meeting for 5 minutes carried.

8. **Environmental Health & Safety Updates:** Denise Bender introduced Natalie Daranyi. She is an Occupational Health & Safety Specialist within the Occupational Safety & Health section. She will be responsible for physical safety programs and supporting the Industrial Hygienists.
9. **L&I Updates:** The L&I inspector had no concerns regarding the integrity of the Northlake Scaffolding that was inspected by a third party engineering firm. EH&S is still investigating the electrical line proximity and LOTO procedure in order for work to continue.

The phone fax involving the ergonomics concerns for a UWMC sterilization process is being resolved with training for the operating technicians to unclamp equipment prior to sending the clamps to sterilization.

We received a phone fax related to HMS security officers and the following issues: ergonomic risk associated with workstations, non-functional emergency button on radio equipment and inadequate restroom breaks.

10. **Good of the Order:** Leslie Anderson spoke with Steve Charvat, Eli King and Chief John Vinson about the large events standard operating procedure presented at the August U-Wide meeting. They agreed to create a University Wide task force or subcommittee with input from campus partners; members can be from event planning teams, building coordinators, etc. The hope is to create a multi-tiered checklist based on the number of attendees that would be available on the Safety Portal. Darren Branum at UW Bothell and Susan Wagshul-Golden at UW Tacoma are interested in the UW Seattle campus recommendations.

11. **Adjournment:** Leslie Anderson adjourned the meeting at 2:37 PM.