

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

October 8, 2014 1:00-2:30 pm
Foege 130A

	Elected Membership		Appointed Membership		Guests
X	Leslie Anderson (1)	X	Paul Zuchowski (3)		
X	Ryan Hawkinson (1)	X	Bob Ennes (4)		
X	Paula Lukaszek (2)		Nadia Khan (4)-alternate		
	Sterling Luke (2)	X	Nicole Sanderson (7)		
X	Sara Jones (3)	X	Michael Glidden (9)		
	Glenn McLean (4)	X	David Zuckerman (10)		
	John Martin (6)		Liz Kindred (12)		
X	Ron Maxell (6)		Rob Hinton (12)		
	Paul Miller (6)				
	Charlotte Rasmussen (7)				
	Zachary Druce (8)				
X	Stephen Rondeau (8)				
	Sonia Honeydew (9)				
	Roy Farrow (10)				
	Kathy Newell (10)				
X	Rick Gleason (Faculty Senate)				
	Labor Representation		Ex Officio Membership		Support
	Jim Bals WFSE Local 1488	X	Michelle Doiron Attorneys General Office	X	Jude Van Buren, Director, EH&S
X	Joel McCulloch SEIU Local 1199	X	Tracey Mosier Facilities Services	X	Katia Harb, Asst. Director, EH&S
	Laura Harrington SEIU 925	X	Wendy Winslow-Nason Risk Management	X	Sherry Baron, EH&S Technical
	Peter Johnston UAW 4121	X	Ron Fouty Capital Projects	X	Emma Alder, EH&S Technical
		X	Josh Kavanagh, Transportation Services		

***X= Present at meeting**

Agenda

1. Call to Order and Introductions
 2. Approval of September Minutes
 3. Workers' Compensation 2014 Report
 4. Organizational Group Reports
 5. Union Reports
 6. Ex-Officio Reports
 7. EH&S Reports
 8. Outreach Efforts
 9. Adjourn
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Recorded: by Emma Alder

1. **Call to Order:** Meeting called to order at 1:06 PM by Leslie Anderson.
2. **Approval of August Minutes:** Leslie asked for a motion to approve the September minutes as written. Changes to the date of the minutes and the union numbers were requested. A motion to approve the minutes as amended was put forward and seconded. The minutes were approved as amended.
3. **Workers' Compensation 2014 Report:** Wendy Winslow Nason from the Office of Risk Management presented the Workers' Compensation Claims 2014 Report. The report gave an overview of insurance and premium information for the university. Wendy discussed how the UW experience factor compares to other universities and agencies in Washington. She then discussed the benefits of modified/light duty and L&I's Stay At Work incentive program. Wendy also covered the positions and medical diagnoses which account for the majority of the university's workers' compensation costs. The presentation concluded with a discussion an overview of a SHIP Grant project, which created and implemented a training module for the injury/return to work process for supervisors and managers.

The link to Workers' Compensation Claims Reports can be found here:

<http://f2.washington.edu/treasury/riskmgmt/wc/presentations>

4. **Organizational Group Reports:**
 - a. **Group 1:** Ryan Hawkinson reported Group1 did have a quorum at their most recent meeting. Laura Harrington showed the committee the Group 1 website she recently moved to the WordPress platform and reconfigured with the UW look and feel. The group wanted to have a centralized source of information that they could share with the members they represent. Leslie added that the webpage is administered and includes a way for employees to reach out to the committee with questions. Group 1 will keep everyone up to date on its progress.

- b. **Group 2:** Ron Fouty reported that Group 2 discussed the U-Wide meeting and reviewed their OARS reports.
- c. **Group 3:** Paul reported that they welcomed a new member to their committee and lost another appointed member. He reported that the committee did not review any incidents involving knife cuts in their most recent round of reports. The group reviewed the information from the last U-Wide meeting and discussed the upcoming, 2015 groundbreaking of the new police station.
- d. **Group 4:** Bob Ennes reported that the group discussed a recent injury in an MRI lab as well as the upcoming Great ShakeOut Earthquake Drill. Wendy Secrist will be presenting at the group's next meeting.
- e. **Group 6:** Ron Maxell reported that his group reviewed the U-Wide meeting and discussed their progress of gathering their departmental health and safety plans. The group plans to discuss safety bulletin contents at their next meeting. Emma Alder added that the group did not have any OARS to review at their most recent meeting.
- f. **Group 7:** Nicole Sanderson reported that Group 7 did not meet last month.
- g. **Group 8:** Stephen Rondeau reported they reviewed the U-Wide meeting and discussed OARS reports. They will discuss the recent vehicular accident at their next meeting. The group is also reviewing new orientation checklists and discussed whether students should have their own safety committee or should perhaps have representation on Group 8. Other group discussions included reporting hospitalizations on the weekends and first aid/emergency procedures for field trip activities.
- h. **Group 9:** Michael Glidden reported that Group 9 discussed last U-Wide meeting and reviewed their OARS reports. The group discussed their communication expectations for the recent odor incidents on campus; specifically, how the university communicates these types of emergencies. The group is trying to find clarification and guidance for how to proceed during similar events should they occur in the future.
- i. **Group 10:** David Zuckerman reported that Group 10 reviewed their OARS reports and discussed the upcoming Great Shakeout Earthquake Drill. Dave also reported that the arboretum has been georeferenced to make it easier to find locations in the event of an emergency.
- j. **Group 12:** No members present.
- k. **Faculty Senate:** No report.

5. Union Reports

- a. **SEIU Local 1199:** No report.
- b. **SEIU Local 925:** Emma Alder gave the report on behalf of Laura Harrington. She reported that the union finished their bargaining. A committee will be formed consisting of union, management, and EH&S members to examine and provide input on the ergonomic assessment process at the UW. The committee will work in accordance to EH&S policy and business practices. Their work will be completed within 120 days of committee formation.
- c. **UAW 4121:** No representative present.

- d. **WFSE Local 1488:** Paula Lukaszek requested any follow-up that Josh Kavanagh may have regarding recently reported traffic concerns. Josh reported that there will be “No Right Turn” signs placed next to traffic signal heads around the 15th Ave intersection. UWPD officer will make sure people understand how to use this new intersection. Paula brought up a concern of a large puddle on Montlake Blvd. NE. Facilities Services employees were concerned that Burke Gilman trail reconstruction could place pedestrians on the sidewalk next to Montlake and this puddle could prove to be a hazard. Josh commented that there is no current plan to reroute pedestrians to this sidewalk.

6. Ex-Officio Reports:

- a. Josh Kavanagh reported that Transportation Services is in the process of hiring a fleet safety specialist. He hopes this position will improve upon the current new driver training and accident investigation processes.

7. EHS Updates

- a. **Labor and Industries (L&I) Updates** – Sherry Baron reported that there are no open L&I inspections. Sherry mentioned that Washington is the only state that houses the workplace health and safety regulatory administration and workers’ compensation (WC) within the same agency. WC claims managers may refer claims that look of interest to health and safety compliance managers. This referral occurred with the recent injury involving an MRI. However, no inspection was initiated. EH&S is investigating the MRI accident and will share outcome with those who can learn from the accident.

8. **Open Discussion:** Jude Van Buren reported that President’s Advisory Committee on Enterprise Risk Management (PACERM) has asked EH&S to come to their meeting and present on the lab safety initiative. Jude commented that approximately 30 incidents are reported each month that relate to research laboratories. Currently, EH&S is looking for extra funding to improve the laboratory safety. One of the goals is to determine what gets in the way of maintaining a safe lab. The lab safety initiative has been focusing on what questions best indicate high risks in labs, with the hopes of improving the frequency of surveys. Jude then reported that there is a Personal Protective Equipment (PPE) assessment underway for EH&S. The goal is to determine the required PPE for EH&S employees when entering a lab space. She also reported that the most recent EH&S Board meeting was cancelled.

Michael Glidden asked for more information about National Biosafety Stewardship Month. Jude clarified that September was Biosafety Stewardship Month and the purpose was to encourage PIs to take the time to inventory their infectious agents and toxins. She commented that keeping a record of these inventory checks would be beneficial.

9. **Meeting Adjournment:** Leslie Anderson adjourned the meeting at 2:28 PM.