

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

May 14, 2014 1:00-2:30 pm
Washington Park Arboretum – Graham Visitor Center

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

Agenda

1. Tour of the Arboretum
 2. Call to Order
 3. Approval of April Minutes
 4. EH&S Board Meeting Report
 5. Organizational Group Reports
 6. Union Reports
 7. EH&S Reports
 8. Adjourn
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Recorded: by Emma Alder

1. **Tour of the Arboretum:** Tour led by David Zuckerman and Roy Farrow began at 1:05 PM and ended at the Graham Visitor Center at 2:00 PM.
2. **Call to Order:** Meeting called to order at 2:05 PM by Leslie Anderson.
3. **Approval of April Minutes:** Leslie asked for a motion to approve the April minutes as written. A motion to approve the minutes was put forward and seconded. The minutes were approved without changes.
4. **EH&S Board Meeting Update:** Liz Kindred reported on the most recent EH&S Board meeting. The progress of the laboratory survey program, which is part of a LEAN initiative to promote a culture of safety in research laboratories, was presented to the board. The university policy regarding e-cigarettes was also discussed at the meeting; UW smoking policies will be extended to include e-cigarettes. The board made a recommendation to the provost to move toward an entirely smoke-free campus.
5. **Organizational Group Reports**
 - a. **Group 1:** Ryan Hawkinson reported that Celeste Gilman, from Transportation Services, gave a presentation on transportation safety at the most recent Group 1 meeting. The presentation included thoughts on transportation safety around the world as well as updates on the Burke Gilman Trail construction.
 - b. **Group 2:** Paula Lukaszek reported that Group 2 met on May 8th and conducted a standard meeting of the Online Accident Reporting System (OARS) report reviews and member report-outs.
 - c. **Group 3:** Sara Jones reported that Emma Alder presented on OARS at the most recent Group 3 meeting. This presentation included a demonstration on when and how to effectively complete an accident or injury report at the university.
 - d. **Group 4:** Glenn McLean reported that John Shaheen from Transportation Services gave a presentation to Group 4 on the recent construction to and around the Burke Gilman trail that has re-routed pedestrians and cyclists.

The committee discussed an OARS injury that resulted from an employee assembling a purchased desk. This led to a discussion of the potential safety hazards that can arise if departments allow employees to perform tasks that could be done more safely and professionally by Facilities Services employees. The committee also discussed the lessons learned from a recent chemical spill evacuation in Foege. This led to a further discussion of potential safety issues the members have noted during Health Sciences Building evacuation drills.

- e. **Group 6:** There were no members present within Group 6.
- f. **Group 7:** Nicole Sanderson reported on the most recent Group 7 meeting. The group discussed plans to move AEDs from classrooms into more public areas to increase their accessibility.
- g. **Group 8:** Zachary Druce reported that his group discussed methods to report incidents that may not have a name associated (e.g. members of the public). He confirmed with Emma Alder from EH&S that OARS can be used to report these types of incidents by inputting the name of the involved as "Unknown."
- h. **Group 9:** There were no members present within Group 9.
- i. **Group 10:** David Zuckerman reported that Group 10 has several shops that would be interested in assistance or a walkthrough from EH&S to ensure the spaces are following the right safety procedures. Gary Bangs, from Building and Fire Safety, will be reaching out to these spaces for follow-up.
- j. **Group 12:** Liz Kindred reported that Group 12 was given a review of bloodborne pathogen exposure data. There have been PPE audits at Harborview to ensure that protective eyewear is being used by employees. Group 12 will not be meeting in May.
- k. **Faculty Senate:** No report.

6. Union Reports

- a. **SEIU Local 925:** Laura Harrington discussed the potential danger of bicycling on campus. Recently, an employee was hit by a cyclist that was traveling too fast. The issue was also brought up during the most recent Group 1 meeting. Currently, rules are not being enforced regarding when cyclists are required to dismount and walk their bikes.
- b. **SEIU Local 119:** No Report.
- c. **UAW 4121:** No Report.
- d. **WFSE Local 1488:** Doug Nielson discussed a safety concern regarding the temporary stop signs that have been placed on campus along Stevens Way due to the Burke Gilman Trail rerouting. He stated that some of the signs are much shorter and closer to the ground, making them more difficult to see by motorists. Ron Fouty will be contacted to follow-up on the concern.

7. EHS Updates

- a. **L&I Updates** – Sherry Baron explained the difference between an on-site inspection by L&I and a "phone fax." L&I may choose to call an employer

first to discuss a complaint and request follow-up as an alternative to an on-site inspection. Two recent phone faxes have been accepted as satisfactory by L&I. Sherry gave an update on the recent table saw injury that occurred on campus that resulted in an on-site inspection from L&I.

- b. **Staffing Update:** Sherry Baron informed the committee that an ergonomist has been hired by the EH&S department and will start their employment in June. Barb Brown, a safety professional, has also been hired within Building and Fire Safety. Barb will be a good resource for machine shops within UW.
- c. **Respiratory Program Overview:** Peter Lang gave an introduction and overview of respiratory protection. Peter administers the UW Respiratory Protection Program. He explained the types of respirators that are commonly used by employees as well as the step by step process that must occur before one may wear a respirator. He encouraged members to contact him for any additional questions.

8. Meeting Adjournment: Leslie Anderson: Adjourned the meeting at 2:38 PM.