

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

May 11, 2016 1:00-2:30 pm
Foegen N130A

	Elected Membership		Appointed Membership		Guests
X	Leslie Anderson (1)	X	Chad Cook (2)	X	Eleanor Wade, EH&S
X	Ryan Hawkinson (1)	X	Paul Zuchowski (3)	X	Mark Murray, EH&S
	Sterling Luke (2)		Melissa Banks (7)		
X	Sara Jones (3)	X	Nadia Khan (4)		
X	Carol Harvey (4)		Liz Kindred (5)		
	Stephen Lundgren (5)		David Zuckerman (10)		
X	Ron Maxell (6)	X	Liz Kindred (5)		
	Paul Miller (6)	X	Sonia Honeydew (9)		
	Kelly Carter-Lynn (7)				
	Betsy Brown (7)				
	Alex Volkman (8)				
	Meghan Fuhlman (8)				
X	Hannah Wilson (8)				
X	David Warren (10)				
X	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, Director, EH&S
	Vacant SEIU Local 1199	X	Tracey Mosier Facilities Services	X	Katia Harb, Asst. Director, EH&S
	Vacant SEIU 925		Wendy Winslow-Nason Risk Management	X	Emma Alder, EH&S
	Vacant UAW 4121		Ron Fouty Capital Projects	X	Angie Haggard, EH&S

***X= Present at meeting**

Agenda

1. Call to Order
 2. Approval of Minutes
 3. Evacuation Drill Subcommittee
 4. Organizational Group Reports
 5. Union Reports
 6. Ex-Officio Reports
 7. EH&S Reports
 8. Good of the Order
 9. Adjourn
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Recorded: by Emma Alder

1. **Call to Order:** Meeting was called to order at 1:05 PM by Leslie Anderson.
2. **Approval of Minutes:** No changes to the April minutes were suggested. The minutes were approved as written.
3. **Evacuation Drill Subcommittee Update:** Mark Murray gave an update on the development of the Fire Safety Evacuation Plan (FSEP). EH&S Building and Fire Safety is developing one page documents that will outline safety guidance for common emergency scenarios. The procedures are general and will reside in the online safety portal: <http://www.washington.edu/safety/>. Departments can use the procedures that apply to their work areas. An example of the document outlines procedures to follow during a power outage. Mark requested feedback from the committee on this format, approach, and content.
4. **Organizational Group Reports:**
 - a. **Group 1:** Ryan Hawkinson reported that Group 1 met earlier in the day. The group went through the Online Accident Reporting System (OARS) reports. They discussed a report that occurred due to inclement weather in Alaska. They also discussed the recent power outage drill. Leslie Anderson was in the EOC and described the types of calls she received. The group was reminded that commencement is coming up and went over lessons learned in regards to safety from prior years. For example, providing hydration to the attendees if the weather is too hot.
 - b. **Group 2:** Chad Cook reported that Group 2 met on April 14th. They went over the U-Wide meeting and discussed OARS reports. The group is interested in the Group 4 follow-up on multi-gender bathrooms. Their meeting time is being changed to accommodate another committee member. One of the units in Financial Management will be taking the active shooter training. The group also discussed the idea to have cameras installed in an ally next to one of their buildings in the University District.

- c. **Group 3:** Sara Jones reported that Group 3 met in April. Emma Alder gave a recap on the OARS statistics presentation given at April U-Wide. The group discussed the implications of the potential change of Stephens Way into a one way street. The group then shared ideas for possible presentations for the rest of the year. A potential presentation idea was to bring in UWPD or the Counseling Office to discuss how they experience and handle negative encounters with students.

The committee then had a brief discussion on the fatality of the employee that occurred outside HUB. This was not a work-related incident.

- d. **Group 4:** Nadia Khan reported that Group 4 met in late April. Steve Rittereiser gave a presentation to the group. Steve answered questions regarding the timeliness of UWPD alerts and what types of incidents result in alerts. Upcoming topics include all-gender restrooms and elevator disruptions in the Health Sciences Building. Another topic for the future may include the Green Labs Initiative. The group then discussed the topics of the OARS reported reviewed by their subcommittee.
- e. **Group 5:** Liz Kindred reported that Group 5 met in April. She reported a decrease in the number of workplace violence events reported at Harborview Medical Center. There was an increase of construction related incidents. The hospital then developed hotline for complaints. Liz also reported that Airlift Northwest developed a ramp for loading patients into their helicopters. The group discussed the upcoming regional earthquake exercise, Cascadia Rising.
- f. **Group 6:** Ron Maxell reported that Group 6 met in April. Angie attended the meeting and reported that the group reviewed the OARS reports. The group is trying to reach out to departments who may have missed the call for nominations to the committee.
- g. **Group 7:** Emma Alder, who attended the Group 7 meeting, reported that the group discussed driving concerns and pedestrian safety. An idea was proposed to purchase digital signs that would post speed limits and tell drivers to slow down. These signs could also be used to relay messages in the event of an emergency. Bothell also conducted a test of their desktop alert system. This test identified current issues and opportunities for improvement. Some members of the group are still working on protocols for safety during field trips. The group also discussed health concerns with “rubber crumb” fields on campus – more research is needed.
- h. **Group 8:** Hannah Wilson reported on the success of the recent lockdown drill that occurred on the Tacoma campus. The campus tried to communicate that the drill was happening ahead of time but specific times were still kept secret.

- i. **Group 9:** Sonia Honeydew reported that that Group 9 reviewed the success of their recent building evacuations. Some buildings noted that there were not enough evacuation wardens and that people were not evacuating far enough from the building. Overall, the group liked this method of centralized scheduling for drills. Many of the committee members will be attending the upcoming building coordinator meeting hosted by UWPD.
 - j. **Group 10:** David Warren reported that Group 10 met in April and reviewed OARS reports. One report noted that in some buildings, a child's head can fit through the stair railings. The concern was brought up with Facilities Services. The buildings were built to code at that time but the code has changed. Mark Murray commented that there are some buildings that do have this issue and that fall protection across campus interiors and exits are being evaluated. The first focus will be in locations where children may be visiting. The new fire code does require the gaps between railings to be smaller than what may exist in older buildings. Guards are an option but they can be expensive.
 - k. **Faculty Senate:** Rick Gleason reminded the committee that April 28th was Worker Memorial Day. On April 27th there was a memorial held on campus. 54 fatalities occurred in Washington in 2015. The memorial reflected on the lives of each one of the individuals. The majority of the fatalities occurred in the logging industry.
5. Union Reports: No report.
 6. Ex-officio: No report.
- 7. EH&S Reports:**
- a. Staffing Update: Katia Harb introduced Eleanor (Ellie) Wade as the new Respiratory Protection Program Administrator in EH&S.
 - b. L&I Update: Emma Alder gave an update on recent L&I compliance activities.
 - c. EH&S Update: Jude Van Buren gave an update on recent compliance activities related to health and safety on campus. She also reported on recent initiatives to improve professional development, training, and recognition in EH&S. Jude then showed a recent outreach video developed in-house by the department. The video can be viewed here: <https://www.youtube.com/watch?v=LJ8Fi3Jwx7M>
- 8. Open Discussion:** Nadia Kahn reported that the School of Social Work is working on developing safety practices with vendors. The committee discussed the difficulty with these contracts and what they should include. The discussion then turned to the Lab Safety Initiative. Sonia Honeydew asked what determined the pilot labs that will be focused on during the project. Mark Murray responded that about 10% of the labs will be in the pilot and that these labs were selected on a number of factors. One of the factors is the "score" given as a result of lab surveys. The chemicals listed in MyChem also plays a role. The group then

discussed how EH&S will use their marketing videos moving forward. The meeting ended with a discussion of the recent hazardous materials spill at Wilcox Hall.

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