

University-Wide (U-Wide) Health and Safety Committee  
 August 9, 2017 Meeting Minutes  
 1:00-2:30 pm Foege N130A

	<b>Elected Members (Group)</b>		<b>Appointed Members (Group)</b>		<b>EH&amp;S Staff</b>
	<b>Leslie Anderson (1) Chair</b>		Chad Cook (2)		Jude Van Buren
x	Ryan Hawkinson (1)	x	Paul Zuchowski (3)	x	Denise Bender
x	Sterling Luke (2)	x	Beth Hammermeister (4)	X	Emma Corell
x	Carol Harvey (4)	x	Liz Kindred (5)	X	Angelina Haggard
	Stephen Lundgren (5)	x	Sonia Honeydew (9)	X	Robyn Kunsman
x	Maggie Luning (6)		David Zuckerman (10)	x	Doug Gallucci
	Tamara Leonard (6)			x	Sheryl Schwartz
	Robyn Smidley (7)			x	Mark Murray
	Kelly Carter-Lynn (7)			x	Adrian Santos
	Alex Volkman (8)				
x	Hannah Wilson (8)				
	Colleen Irvin (9)				<b>Guests</b>
x	David Warren (10)				
x	Rick Gleason (Faculty Senate)				
<b>Labor Union Representation</b>		<b>Ex-Officio Members</b>		<b>Ex-Officio Members</b>	
x	Paula Lukaszek, WFSE Local 1488		Michelle Doiron, Attorney General's Office	x	Chief John Vinson, UWPD
	Vacant, SEIU Local 1199	X	Tracey Mosier, Facilities Services	x	Jay Sedivy, Transportation Services
x	Hannah Barnett, SEIU Local 925	x	Chris Pennington, Facilities Services	x	Letty Rogers, Risk Management
	Taylor Stepien, Graduate & Professional Student Senate (GPSS), UAW 4121	x	Steve Charvat, Emergency Management	x	Ron Fouty, Capital Planning & Development
		x	Eli King, Emergency Management		
			Stacie Smith, Emergency Management		
*x= Present at meeting [13 needed for quorum.]					

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## Agenda

1. Call to Order
  2. Approval of Meeting Minutes
  3. University Wide Large Event Planning SOP v3 and UW Annual Exercise Update
  4. October Meeting – Tacoma
  5. Organizational Group Reports and Election Update
  6. Union Reports
  7. Ex-Officio Reports
  8. Environmental Health & Safety (EH&S) Updates
  9. Good of the Order
  10. Adjournment
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Recorded by Robyn Kunsman

**1. Call to Order:** The meeting was called to order at 1:07 PM by Ryan Hawkinson. Adrian Santos, EH&S Fire & Life Safety Coordinator, was introduced. Liz Kindred arrived at 1:08 PM and chaired the meeting.

**2. Approval of Meeting Minutes:** The July meeting minutes were approved.

**3. University Wide Large Event Planning SOP v3 and UW Annual Exercise Update:** Eli King presented on safety and security of the UW and surrounding community during large events. This draft is currently being shared to groups across campus and is collecting feedback. She also shared a report of the 2017 Emergency Operations Center tabletop exercise.

Chief Vinson stated the need for increased communication and role definition while taking into account the operations already taking place within UWPD and at the University.

Steve Charvat brought up communication and policy issues and needs, including business service needs and consistent processes. He urged shared written policies.

Paul Zuchowski added the need for improved communication for and among building coordinators.

**4. October Meeting – Tacoma:** Angie Haggard shared that the October 11 meeting will take place at UW Tacoma. EH&S will send out a survey to determine which members will attend the meeting in Tacoma and who will need transportation.

**5. Organizational Group Reports and Election Update**

- a. **Group 1:** Ryan Hawkinson reported that Group 1 met without Leslie Anderson. They reviewed OARS reports. A new member was introduced. Election processes were discussed. Restraining order best practices and resources on campus were discussed.

- b. **Group 2:** Chris Pennington shared that the group met and reviewed OARS reports.
  - c. **Group 3:** Paul Zuchowski reported that Group 3 met and made final changes to their charter. Paul is the group's election coordinator.
  - d. **Group 4:** Carol Harvey reported that Group 4 met. Shipping and dry ice procedures were discussed. OARS reports were reviewed.
  - e. **Group 5:** Liz Kindred reported that Group 5 met and had their annual UWMC and Harborview review on blood and body exposures from this year.
  - f. **Group 6:** Maggie Luning reported that Group 6 met. They reviewed OARS reports and went over elections. Maggie will be the election coordinator. They discussed better ways to call for nominations for the upcoming election.
  - g. **Group 7:** No members present.
  - h. **Group 8:** Hannah Wilson reported that Group 8 met to review OARS reports, a large amount of which concerned a traffic area. The group wants to meet with the city of Tacoma to discuss the area.
  - i. **Group 9:** Sonia Honeydew reported that Group 9 met. Sonia will be the election coordinator. Evacuation route planning is progressing with the help of Adrian Santos and EH&S.
  - j. **Group 10:** David Warren reported that Group 10 met to review OARS reports. Tick bites were discussed, but no ticks have been noticed by gardeners, and deer have not been sighted. Charter framework, alternate members, and elections were discussed.
- 6. Union Reports:** Paula Lukaszek brought up the need for increased scaffolding safety policies. A waste disposal issue currently under inspection was discussed. Lead and asbestos policies to be followed by contractors are being addressed by EH&S.
- 7. Ex-Officio Reports:** Ron Fouty shared that Capital Planning & Development is reorganizing. Ron will be leaving the University on September 15.

Steve Charvat reminded everyone of the August 21 morning eclipse, and shared that the annual test of the UW indoor alert system will take place on September 6 or 7 from 7-8 am.

Sterling Luke shared that sharps are being found in the campus lawns, and asked that groups make a sweep before activity in an area.

- 8. Environmental Health & Safety Updates:** Emma Alder shared updates on current Labor & Industries activity. There is an open compliance inspection related to scaffolding and a "phone/fax" request related to ergonomics. She showed a draft of the APP safety video and requested feedback.

**9. Good of the Order:** None.

**10. Adjournment:** Ryan Hawkinson adjourned the meeting at 2:31 PM.