

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

September 9, 2015 1:00-2:30 pm  
Foegen N130A

	<b>Elected Membership</b>		<b>Appointed Membership</b>		<b>Guests</b>
<b>X</b>	Leslie Anderson (1)	<b>X</b>	Paul Zuchowski (3)	<b>X</b>	Mark Murray, EH&S
<b>X</b>	Ryan Hawkinson (1)	<b>X</b>	Bob Ennes (4)	<b>X</b>	Natalie Conner
	Paula Lukaszek (2)	<b>X</b>	Nadia Khan (4)	<b>X</b>	Chris Pennington
	Sterling Luke (2)	<b>X</b>	Nicole Sanderson (7)		
<b>X</b>	Sara Jones (3)		Michael Glidden (9)		
<b>X</b>	Ron Maxell (6)	<b>X</b>	David Zuckerman (10)		
	Paul Miller (6)	<b>X</b>	Liz Kindred (5)		
	Charlotte Rasmussen (7)		Rob Hinton (5)		
<b>X</b>	Stephen Rondeau (8)				
<b>X</b>	Sonia Honeydew (9)				
	Roy Farrow (10)				
	Kathy Newell (10)				
	Rick Gleason (Faculty Senate)				
	<b>Labor Union Representation</b>		<b>Ex Officio Membership</b>		<b>Support</b>
<b>X</b>	Jim Bals WFSE Local 1488	<b>X</b>	Michelle Doiron Attorneys General Office		Jude Van Buren, Director, EH&S
	(Vacant) SEIU Local 1199		Tracey Mosier Facilities Services	<b>X</b>	Katia Harb, Asst. Director, EH&S
	Laura Harrington SEIU 925		Wendy Winslow-Nason Risk Management	<b>X</b>	Emma Alder, EH&S Technical
	Peter Johnston UAW 4121	<b>X</b>	Ron Fouty Capital Projects		
		<b>X</b>	Josh Kavanagh, Transportation Services		

**\*X= Present at meeting**

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**Agenda**

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

1. **Call to Order:** Meeting called to order at 1:05 PM by Leslie Anderson.
2. **Approval of Minutes:** The June and July minutes were approved as written. Changes to the August minutes were suggested. The minutes were approved as amended.
3. **Election Year Timeline:** Emma Alder, EH&S, gave an update of the election progress to the committee.
4. **Evacuation Drill Subcommittee Report:** Leslie Anderson gave an update on the most recent subcommittee meeting. There was a 58% response rate from survey sent out to building coordinators requesting feedback on the current evacuation drill processes. The survey also identified volunteers willing to help with improving these processes and as well as barriers to completing drills. Mark Murray is reaching out to peer institutions to get an idea of how other universities conduct their drills. The committee is looking into centralized scheduling of drills as an option for the future. Another idea is to group buildings for drills but there will be challenges with this strategy. Leslie has meeting with Interim Provost on October 6<sup>th</sup>. One of the agenda items is discussing the goals and progress of this subcommittee.
5. **Aging Fire Alarm Systems:** Mark Murray, EH&S Building and Fire Safety, discussed aging fire alarm systems on campus. He explained fire alarm system requirements and there are some small buildings where fire alarm systems are not required. He then gave an overview of the UW Alert communications systems, present in many UW buildings, and showed the inventory of small buildings with aging systems or no fire alarm system. Mark explained the costs associated with updating aging fire alarm systems and the funding gap that exists. He discussed different options for deciding how to approach the issue of aging fire alarm systems and asked the safety committees for feedback. Leslie will send out the presentation to the committee chairs and recommend that the committees review the buildings under their purview, discuss them, and respond back to Mark or Leslie.

## 6. Organizational Group Reports:

- a. **Group 1:** Ryan Hawkinson reported that they met this morning, with a quorum and approved minutes from previous meetings. The group discussed the upcoming election. An e-mail will soon come from the Office of the Provost encouraging election participation.
- b. **Group 2:** Jim Bals reported that Group 2 met and reviewed OARS reports. Some members who are working at Roosevelt Commons, a leased building, have raised electrical outlets. These outlets create a trip hazard. He also discussed a possible evacuation issue in the elevator lobby of Roosevelt Commons. When the fire alarm goes off, someone may not be able to leave the lobby area without key-card access. Another member stated that the doors will unlock when the alarm goes off.
- c. **Group 3:** Sara Jones gave an update on the Group 3 meeting. There is one new nomination and several members who are going to renew their nominations. The group discussed the accident reports. Housing & Food Services (HFS) now has a mandatory glove policy for their employees. HFS is retraining people to use gloves and is in the process of getting all the right kinds and sizes. There is member on the Group 3 committee, Kara Carlson, who is in charge of safety for HFS. The group then discussed L&I inspections and the recent building coordinator summit.
- d. **Group 4:** Nadia Khan reported that Group 4 reviewed accident reports and discussed upcoming fire drills at their most recent meeting. Nadia brought up a concern with the evacuation meeting place for the School of Social Work. The current location is not accessible to the staff and needs help to determine a new location more appropriate for the building.
- e. **Group 5:** Liz Kindred reported that 180 incidents occurred within the medical centers in July. The group discussed a concern with the difficulty of moving ICU beds and how to prevent ergonomic injuries related to this task.
- f. **Group 6:** Emma Alder reported that Group 6 meet in July in a new meeting location. The group reviewed their accident reports and are still waiting for the Dean's Office to appoint an election coordinator.
- a. **Group 7:** Nicole Sanderson reported that Group 7 reviewed their accident reports, which included many bee and wasp sting related incidents. Bothell has many students that visit the wetlands on campus and any information on how to prevent stings for these scenarios would be helpful.
- b. **Group 8:** Stephen Rondeau reported that Group 8 did not meet in August.
- c. **Group 9:** Sonia Honeydew reported that Group 9 caught up on their accident reports. The group had a presentation on emergency

preparedness by Siri McLean. The group has also launched their election for the upcoming health and safety committee term.

- d. **Group 10:** David Zuckerman reported that Group 10 met and reviewed their OARS reports. One report involved a rattlesnake bite that occurred out-of-state. There will be a wilderness training available within the College of the Environment that has been opened up to more employees. Emergency Evacuation Plans are due for the whole college on September 15, 2015. The group discussed the results from the most recent storm. The arboretum lost some plant collections and some trees were struck by lightning. There is an estimated \$40,000 dollars spent for clean-up.
- e. **Faculty Senate:** Representative not present.

## 7. Union Reports

- a. **SEIU Local 1199:** No representative present.
- b. **SEIU Local 925:** No representative present.
- c. **UAW 4121:** No representative present.
- d. **WFSE Local 1488:** Jim Bals had no report.

- 8. **Ex-Officio Reports:** Josh reported that the vehicle safety program is moving forward and there have been new drug test requirements for some classes of drivers in Transportation Services.

## 9. EH&S Reports

- a. **L&I Update:** Emma Alder gave an overview of current and recent L&I inspections on campus.
- b. **Staff Updates:** Natalie Conner gave an update of last year's flu shot. The flu vaccine is the best preventive method to avoid the seasonal flu. Another good strategy is to wash hands frequently. She also discussed what other vaccines are available to people this year.

- 10. **Good of the Order:** Chris Pennington gave some advice regarding bicycle safety. There are some crosswalks where bicycles are required to stop and vehicles have the right away. Obey the signage at these intersections.

- 11. **Meeting Adjournment:** The meeting was adjourned by Leslie Anderson at 2:22 PM.