

**Draft Agenda – November 24, 2014**  
**Group 9 Health and Safety Committee (College of Engineering)**

**1. Attending:**

Chris Adams, MoES  
Emma Alder, EH/S  
Cassie Atkinson-Edwards, HCDE  
Arne Biermans, ChemE  
Tracy Erbeck, CSE  
Michael Glidden, DO  
Sonia Honeydew, BioE

Bill Kuykendall, ME  
Sheila Prusa, ISE  
Fiona Spencer, AA  
Karen Wetterhahn, MSE  
Sean Yeung, CEE  
John Young, EE

**2. Absent**

**3. Previous Meeting Minutes**

- See attached

**4. Department Incident Reports(from past)**

- EE – fainting at MFF
- EE – Electric shock (John will discuss at next meeting)

**5. Department Incident Reports(current)**

- BioE – Eyes
- MSE – finger pinch

**6. UW Wide meeting**

- See notes attached (after agenda)

**7. Department update**

**Draft Minutes – October 27, 2014**  
**Group 9 Health and Safety Committee (College of Engineering)**

**1. Attending:**

Chris Adams, MoES  
Emma Alder, EH/S  
Cassie Atkinson-Edwards, HCDE  
Arne Biermans, ChemE  
Michael Glidden, DO  
Sonia Honeydew, BioE

Bill Kuykendall, ME  
Sheila Prusa, ISE  
Fiona Spencer, AA  
Karen Wetterhahn, MSE  
Sean Yeung, CEE

**2. Absent**

Tracy Erbeck, CSE

John Young, EE

**3. Previous Meeting Minutes**

- Discussed approved

**4. Department Incident Reports(from past)**

- EE – fainting at MFF (John will discuss at next meeting)

**5. Department Incident Reports(current)**

- CEE – Finger cut on stir plate (anomaly, will advise team to check equipment before handling)
- EE – Electric shock (John will discuss at next meeting)

**6. UW Wide meeting**

- Workers Compensation Claims 2014 Reports
  - [https://www.google.com/url?q=http://f2.washington.edu/treasury/riskmgmt/sites/default/files/WC2014.pptx&sa=U&ei=dYVvVMn7HualigKp-IHgDw&ved=0CAUQFjAA&client=internal-uds-cse&usq=AFQjCNF4GjJ\\_PT\\_FPvdCOPU6DO-VFsiXYg](https://www.google.com/url?q=http://f2.washington.edu/treasury/riskmgmt/sites/default/files/WC2014.pptx&sa=U&ei=dYVvVMn7HualigKp-IHgDw&ved=0CAUQFjAA&client=internal-uds-cse&usq=AFQjCNF4GjJ_PT_FPvdCOPU6DO-VFsiXYg)
- Summary of WA LI Activities

**7. Department update**

- EHS – Roberts Hall odor update
- ISE – NA
- BioE – ARCF delay
- MSE – NA
- ChemE – Clean up with departure of PI
- ME – NA
- AA – NA
- CEE – NA
- HCDE – NA
- MoES – Laser training clarification, will follow up with Molly
- DO – NA



# University of Washington Accident / Incident Report

Report Number: 2014-10-016

Contact EH&S at 206-543-7262

## Person Reporting Incident

Last Name: LAI	First Name: JR-IUAN
Phone: +1 206 221-5168	Email: jilai@u.washington.edu
Occupation/Position: RESEARCH ASSISTANT PROFESSOR	Department: BIOENGINEERING
Date Reported (yyyy/mm/dd): 2014/10/01	Time of Reporting: 01:24 PM

## Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: + [REDACTED]	Email: [REDACTED]
Occupation/Position: RESEARCH SCIENTIST/ENGINEER 3	Department: BIOENGINEERING

## Incident Details

Date of Incident (yyyy/mm/dd): 2014/09/16	Time of Incident: 12:00 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: W.H. FOEGE BIOENG	
Room: N509C	Other:	

Incident Details:

Two weeks ago, [REDACTED] got some irritation in the eye when she was at work. The irritation was there intermittently for two days and was bothering her a lot. During that time, Tony came to lab for some chemicals and he saw [REDACTED] with red eyes and water running down from eyes. He advised [REDACTED] to go and check with the doctor immediately. He told [REDACTED] to get help from the campus clinic. [REDACTED] went to the clinic and told them about the irritation. The campus clinic gave her saline water wash.

Attachment: No

## Supervisor

Last Name: LAI	First Name: JR-IUAN
Phone: +1 206 221-5168	Email: jilai@u.washington.edu
Occupation/Position: RESEARCH ASSISTANT PROFESSOR	Department: BIOENGINEERING

## Classification

Level 1:  
Injuries requiring medical treatment (go to Level 3 if in-patient hospitalization is required),

## Type of Incident

Nature of Injury: Allergy/Sensitivity Reaction,

Body Parts Affected: Eyes,

What caused the harm: Other,

## Possible Causes

Equipment:

Environment: Other,

Policies / Procedures:

Human Factors:

## Suggested corrective action by the affected party

No one, including the clinic, knows the exact cause of [REDACTED] eye irritation. Therefore, we are not ON FILE: Affected/Injured Employee's date of birth, gender, date of hire, and hours of employment.

able to provide any specific corrective action.

### Supervisor's Comments

#### Root Causes:

(Please look at all the factors that may have contributed to the accident. Such factors may include equipment, environment, policies, procedures, and personnel.)

No one, including the clinic, knows the exact cause of [REDACTED] eye irritation.

#### Recommendations/Preventive Measures:

We are not able to provide any specific corrective action. Our approach for now is simply to have [REDACTED] (and others) keep a close eye to see if the irritation persists or occurs again. It may have been a one-time event. I will personally check in with [REDACTED] weekly for the next 4 weeks.

Corrective Actions Target Date (yyyy/mm/dd):  
2014/11/01

Corrective Actions Complete Date (yyyy/mm/dd):  
2014/11/01

#### Other Comments:

No one, including the clinic, knows the exact cause of [REDACTED] eye irritation. Therefore, we are not able to provide any specific corrective action. Our approach for now is simply to have [REDACTED] (and others) keep a close eye to see if the irritation persists or occurs again. It may have been a one-time event. I will personally check in with [REDACTED] weekly for the next 4 weeks.

### EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:



# University of Washington Accident / Incident Report

Report Number: 2014-10-111

Contact EH&S at 206-543-7262

## Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: [REDACTED]	Email: [REDACTED]
Occupation/Position: RESEARCH ASSISTANT	Department: MATERIALS SCI & ENGRG
Date Reported(yyyy/mm/dd): 2014/10/29	Time of Reporting: 12:44 PM

## Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: [REDACTED]	Email: [REDACTED]
Occupation/Position: RESEARCH ASSISTANT	Department: MATERIALS SCI & ENGRG

## Incident Details

Date of Incident(yyyy/mm/dd): 2014/10/29	Time of Incident: 10:30 AM	When Shift Begins: N/A
Campus: Not assigned to Campus	Incident Location/Parking Lot: MOLECULAR ENG BLDG	
Room: ntuf, first floor	Other:	

Incident Details:

As a step to prepare samples for electron microscopy I need to stain my samples with uranyl acetate (5%). This procedure was carry out inside of the fume hood and I was wearing gloves and lab coat. After placing the samples in the uranyl acetate, I was putting away the tweezers that I had used for the procedure (still inside of the fume hood) and got pinched on my finger (there was a little bleeding). Immediately I washed my finger with water and soap for around 5 -7 minutes, until there wasn't any more blood coming out.

Attachment: No

## Supervisor

Last Name: AROLA	First Name: DWAYNE
Phone: +1 206 685-8158	Email: darola@uw.edu
Occupation/Position: ASSOCIATE PROFESSOR	Department: MATERIALS SCI & ENGRG

## Classification

Level 1:  
Incidents with no body injuries,

## Type of Incident

Nature of Injury: Open Wound : Laceration, Puncture, Scratch,
Body Parts Affected: Fingers,
What caused the harm: Needles/Sharps,

## Possible Causes

Equipment: Other,
Environment: Sharp Objects,
Policies / Procedures: Other,
Human Factors: Inattention,

## Suggested corrective action by the affected party

be more careful

### Supervisor's Comments

**Root Causes:**

(Please look at all the factors that may have contributed to the accident. Such factors may include equipment, environment, policies, procedures, and personnel.)

**The student was potentially in a hurry and was not concentrating on being careful.**

**Recommendations/Preventive Measures:**

**I need to speak to the student to remind them that safety comes first and that there is no need to hurry.**

Corrective Actions Target Date (yyyy/mm/dd):

**2014/10/30**

Corrective Actions Complete Date (yyyy/mm/dd):

**2014/10/30**

**Other Comments:**

**none**

### EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:

# Accident Summary Report

## HSC 9

10/1/2014 to 10/31/2014

<i>Case#</i>	<i>Org Name</i>	<i>Job Title</i>	<i>Date Reported</i>	<i>Employee Activity</i>	<i>Supervisor Corrective Action</i>
2014-10-016	BIOENGINEERING	RESEARCH SCIENTIST/ENGINEER 3	10/1/2014	Two weeks ago, [REDACTED] got some irritation in the eye when she was at work. The irritation was there intermittently for two days and was bothering her a lot. During that time, Tony came to lab for some chemicals and he saw [REDACTED] with red eyes and water running down from eyes. He advised [REDACTED] to go and check with the doctor immediately. He told [REDACTED] to get help from the campus clinic. [REDACTED] went to the clinic and told them about the irritation. The campus clinic gave her saline water wash.	We are not able to provide any specific corrective action. Our approach for now is simply to have [REDACTED] (and others) keep a close eye to see if the irritation persists or occurs again. It may have been a one-time event. I will personally check in with [REDACTED] weekly for the next 4 weeks.
2014-10-111	MATERIALS SCI & ENGRG	RESEARCH ASSISTANT	10/29/2014	As a step to prepare samples for electron microscopy I need to stain my samples with uranyl acetate (5%). This procedure was carry out inside of the fume hood and I was wearing gloves and lab coat. After placing the samples in the uranyl acetate, I was putting away the tweezers that I had used for the procedure (still inside of the fume hood) and got pinched on my finger (there was a little bleeding). Immediately I washed my finger with water and soap for around 5 -7 minutes, until there wasn't any more blood coming out.	I need to speak to the student to remind them that safety comes first and that there is no need to hurry.

## University-Wide Health and Safety Committee Meeting Agenda

November 12, 2014

1:00 – 2:30 PM

### William H. Foege N-130A

#### Regular Attendees:

- 2014 University-Wide Health and Safety Committee Members  
(<http://www.ehs.washington.edu/ohssafcom/groups.shtm>)
- Jude Van Buren, Katia Harb, Sherry Baron, Emma Alder, EH&S

Agenda Items	Persons Responsible	Process	Time
Call to Order	Leslie Anderson, Chair		
Approve October Minutes	Leslie Anderson	Robert's Rules of Order	5 min
Active Shooter Response Training	David Girts, SafeCampus Sgt. Tawan Pratt-Wieburg, UWPD	Presentation and Questions	45 min
Organizational Group Reports	Committee Members  Group 1 and 5 Merger Update: Leslie Anderson  Reorganization of Capital Projects Office and Real Estate Office: Ron Fouty	Discussion	15 min
Union Reports	Union Representatives	Discussion	5 min
Ex-Officio Reports	Ex-Officio Members	Discussion	5 min
EH&S Reports	Emma Alder: EH&S Board Interim Replacement  Sheryl Schwartz: UW Ebola Preparation	Presentation	15 min
Adjourn	Leslie Anderson	Robert's Rules of Order	

Next Meeting: 12/10/2014 – Intermural Activities (IMA) Building – Room 246



## 11/12/14 UW-Wide Health and Safety Committee Meeting

1. Approved October minutes
2. Active Shooter Response Training presentation by Dave Girts (SafeCampus) and Sgt. Tawan Pratt-Wieburg (UWPD)
  - a. Background: created as part of UW response after Griego homicide, SafeCampus operates as central point to report behaviors of concern and coordinate response across multiple depts. (e.g. UWPD, HR, Carelink, HR, home dept), including facilitating violence prevention assessment mtgs to determine best course.
  - b. Brochure: Preventing Workplace Violence – contains list of prohibited behavior, and list of behaviors of concern (review the latter to spot future trouble and help with prevention). See SafeCampus Brochure at <https://www.washington.edu/safecampus/about/pubinfo-campaign.html>
  - c. Reporting bar is low – better to call if not sure. They can always recommend resources.
  - d. In 7 yrs, 2700 reports to SafeCampus.
  - e. Run-Hide-Fight video about active shooter scenarios (6 minutes)
    - i. Evacuate if you can. Leave your stuff. Try to get others out but don't delay. Keep others from entering the danger zone. Designate one person to call 911.
    - ii. If can't evacuate, hide. Find/create a secure hiding place, turn out lights, silence phone. Get behind a large object for protection. Stay quiet. Check phones for info. Designate one person to call 911 (silently?).
    - iii. Last resort: fight, to stop more bad stuff from happening. The more people who rush the bad guy at once, the better your chances. As cops know, someone within 20 ft can rush at an armed person faster than they can draw their weapon. You can distract someone by throwing something at them and then rush them. Be aggressive, committed, and follow through! Improvise weapons, like fire extinguisher. Be aware of your environment and have an exit plan.
    - iv. First responders are there to stop the bad guy first of all (not calm you down or provide first aid), so all innocents should keep both hands up and be calm, don't point or yell, and just follow instructions.
  - f. Post-video discussion of scenarios and possible actions
    - i. Do you know how to lock down your building exterior if there's a shooter outside? If you don't have that privilege on CAAMS, CAAMS will be overwhelmed by multiple buildings calling at once so we can't count on that. If you do have that privilege, make sure three people have that privilege so someone else can do it if you're gone.
    - ii. How would you lock an interior room? Most offices and a few conference rooms can be locked from inside, but most conference rooms and classrooms cannot. There is a pilot project at Dempsey, an emergency classroom locking device – a red button on the wall that interrupts CAAMS power so doors fall shut and lock. Be creative in building barricades and holding doors shut – table legs, belts...

- iii. If you've (b)locked an interior door and someone wants in, how do you know it's not the bad guy? Bad guys usually work singly and don't sound scared, so if multiple people and they sound scared, you should probably let them in. Your dept might have a code word – see your security plan.
- iv. Right now, let people know about UW Alert. When it is activated, tell your coworkers in case they don't have UW Alert.
- v. BIOE Admin has a panic icon on their computer screen – if anyone clicks theirs, it alerts others in BIOE Admin to call the police.
- vi. Remember that if you call 911 from a cell phone, you must tell the Seattle dispatcher you're calling from UW Seattle campus to be transferred to UWPD.
- vii. As UW transitions to VoIP phones in the next two years, note that UWPD has a list of where each phone is supposedly installed, but they won't know if you've moved that phone. If you move a VoIP phone, tell UWPD so that any emergency calls will reflect the correct location.
- viii. When you call 911, be calm, brief, and precise and give a description.

### 3. Group reports

- a. Groups 1 and 5 merged for 6 month trial. In favor of formalizing. EH&S will do L&I paperwork.
- b. Group 2: organizational shift of four groups (Real Estate, CPO, and two others) moving from Financial/Facilities to Planning/Budgeting for H&S meetings.
- c. Group 3: Reminded everyone in group what should be on safety bulletin boards, for compliance and consistency. At next meeting will test that everyone knows where their Mass Assembly Area is. ***(We should do both those things in December!)***
- d. Group 4: Safety planning and ebola update and presentations.
- e. Group 6: Reminded everyone what should be on safety boards.
- f. Group 8: Dave Leonard of EH&S gave overview of fire extinguishers.
- g. Group 9: We met Sgt. Pratt-Wieberg. Noted you no longer need to dial 9 before 911 from campus phones.
- h. Fac Senate rep: tip – on cold days like this, give yourself time to defrost your windows so you can see safely when you drive.

### 4. EH&S reports

- a. APHA Ebola fact sheet:  
<http://www.getreadyforflu.org/facts/EbolaFactsGetReadyAPHA.pdf>
- b. There were two communications to UW community about Ebola – 9/17 email, and article on website 11/5 (and in UW Today on 11/6)
- c. Harborview is prepared to accept medivacked patients
- d. There is a travel registry at UW. They welcome registrations even for personal (non-business) trips.
- e. Plumbers reassured that ebola pt waste (in toilet or wherever) will be bleached with one cup bleach for five minutes before flushed, so people working on pipes not endangered. This is King County protocol.

## University-Wide Health and Safety Committee Meeting Minutes

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

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

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 representative present.
- 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 15<sup>th</sup> 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.

DRAFT