

Agenda – October 30, 2017
Group 9 Health and Safety Committee (College of Engineering)

1. Attending

Fiona Spencer or Eliot George, AA
Colleen Irvin, BioE
Sean Yeung, CEE
Kameron Harmon, ChemE
Sonia Honeydew, CoE DO
Tracy Erbeck or Sophie Ostlund, CSE
John Young for Karen Liebert, EE

Angie Haggard, EH&S
Stacia Green, HCDE
Sheila Prusa or Jenny Dutton, ISE
Bill Kuykendall, ME
Chris Adams, MoES/NanoES
Tatyana Galenko, MSE

2. Absent

Michael Pomfret, CEI

Michael Glidden, CoE DO

3. Previous Meeting Minutes

- September 2017 – approve? Corrections?

4. Department Incident Reports

- D.O. (DoIT) – near miss with unmarked curb @ W-10 (Aug)

5. Group Business

- Group 9 charter (top priority): finish customizing
- Group 9 election results, Nov and Jan agendas (no Dec mtg)
- OARS rpts – no more summaries from EH&S; no rpts for Group 9 in Sep (reporting 100%?)
- UWPD Sector Officers and security discussion
- Chemical Hygiene Expo 10/27 – takeaways
- Lab Safety Seminar 9/26 – takeaways
- Annual evac drills – update
- Fire safety surveys – update
- Evacuation plan (EEOP/FSEP) library – update
- UW Resilience Workgroup and BARC – update
- Lab Safety Initiative (LSI) – update
- Accident Prevention Plan (APP) – update
- Review EH&S resources (if time) – checklists, protocols, training templates

6. UW-Wide Meeting

- Sep minutes attached.
- Oct agenda attached. Highlight: UW Tacoma tour

7. Department Updates

Next Meeting October 30th at 3pm, in CSE 128

DRAFT Meeting Minutes

Health and Safety Committee for Group 9 (College of Engineering)

Meeting Date: Sep 25, 2017

Attended

Eliot George for Fiona Spencer, AA
Colleen Irvin, BioE
J. Sean Yeung, CEE
Kameron Harmon, ChemE
Alex LeFort for Tracy Erbeck, CSE
Sonia Honeydew, DO

Karen Liebert, EE
Angie Haggard, EH&S
Stacia Green, HCDE
Sheila Prusa, ISE
Bill Kuykendall, ME
Chris Adams, MoIES/NanoES

Absent

Michael Pomfret, CEI
Michael Glidden, DO

Tatyana Galenko, MSE

Previous Meeting Minutes

- August 2017 – draft minutes approved with correction (Emma is ergo contact)

Incident Reports

- BioE – mercury thermometer broken, spill cleaned (Jun). Lab has partly moved to SLU. Foege lab getting rid of unused chemicals. Will advise *all* Foege labs of option to replace mercury thermometers – then can eliminate mercury spill kits.
- ChemE (not BioE) @ MoIES. Chemical waste container exploded in overheating lab (Aug) – HVAC offline in morning, called FS, care team slow, MoIES reached HVAC shop manager, also slow, lab reached 87 F for one hour before full chem waste container popped (side of top third cratered out and sprayed lab window). Secondary container caught most of the contents. Undergrad heard pop but did not investigate. 30 minutes later grad student saw spill through glass and cleared room. Lab was able to tell Building Coordinator detailed list of contents from memory – relayed to EH&S. EH&S determined no need for SFD/SPD, not concerned about health unless symptoms, and UW's hazmat contractor already nearby so came to clean spill. PI determined three root causes: (1) insufficient headroom in waste container, (2) FS delay fixing failed HVAC, (3) possible delay in EH&S pickup of chem waste. FS initial response that lab should have private insurance -- ? Lab

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educating about headroom and improving labelling (label was 80% up to date).

Group suggestions: mark labels to indicate which chem waste pickup already requested, or (Colleen says) colored tape on request form match pickup batch.

- DO (DoIT) – near miss with unmarked curb @ W-10 (Aug). Visited, took pictures, inquired with UW Transportation Services. DoIT and TS meeting today onsite – update at next meeting.
- CEE – hormonal lake water spilled onto face, hair, shirt (Aug). Setup not ideal (bottles on stir plate), and some carelessness. One sheet of aluminum foil to cover multiple containers. Knocked bottle off stir plate to lab bench, splashed. Employee was not sure of solution potency, but it was very low. Lab improved MSDS awareness. Professor splits time between two campuses. Lab employee not wearing lab coat but still would have splashed on face.

Group Business

- Group 9 election – still no AA nominee, even after extension.
- CoE annual evacuation drills – mostly scheduled except Guggenheim.
- Fire Safety Surveys – moving along; more of a focus in October.
- EH&S evac plan library (with Diana Zumba) – only have CSE, EE, Eng Annex, Loew.
- Lab Safety Initiative – PI/Chair/Dean/Executive lab safety dashboard release in Fall; committee doing last bug check.
- Accident Prevention Plan – video and template rollout in October; docs online later this week for us to use. Group requests link to safety video.
- Customize U-wide charter for Group 9 – continued; hope to finish in October.

UW-Wide Meeting

- Aug minutes in packet.
- Sept agenda in packet. Highlight was 2016 Worker's Comp Claims. 22% of all claims are time loss claims and these occur mostly at hospitals, then FS. 60% from stress on body, 23% from falls/slips (highest severity claims), 5% because struck by object. Top diagnosis (at 67%) is strain. 5% of claims responsible for 80% of costs. Claim rate per 100 FTEs fell from 3.1 in 2012 to 2.7 in 2016 (13% decrease), while our FTE increased by 10%. Focus on returning injured workers to the workplace has resulted in 47% decrease in claim severity over five years, which helps UW insurance premiums. UW pays over \$23 million/yr just in insurance premiums.

Department Updates

- MoIES – let's discuss security next time.

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- D.O. – Lab Safety Seminar for grad students tomorrow. Unrelated: flu shots.

Next Meeting

- Oct 30th at 3pm, CSE 128

University-Wide (U-Wide) Health and Safety Committee
 September 13, 2017 Meeting Minutes
 1:00-2:30 pm Foege N130A

	Elected Members (Group)		Appointed Members (Group)		EH&S Staff
x	Leslie Anderson (1) Chair	x	Chad Cook (2)	x	Jude Van Buren
x	Ryan Hawkinson (1)	x	Paul Zuchowski (3)	x	Denise Bender
	Sterling Luke (2)	x	Beth Hammermeister (4)	x	Emma Corell
		x x	Liz Kindred (5) Vice-Chair	x	Angelina Haggard
x	Carol Harvey (4)		Sonia Honeydew (9)		Robyn Kunsman
	Stephen Lundgren (5)		David Zuckerman (10)	x	Douglas Gallucci
x	Maggie Luning (6)			x	Natalie Ndaranyi
x	Tamara Leonard (6)				
	Melissa Banks (7)				Guests
x	Kelly Carter-Lynn (7)			X	Shari Sprung
	Alex Volkman (8)			X	Pam Nathan
	Hannah Wilson (8)				
x	Colleen Irvin (9)				
x	David Warren (10)				
x	Rick Gleason (Faculty Senate)				
	Labor Union Representation		Ex-Officio Members		Ex-Officio Members
x	Paula Lukaszek, WFSE Local 1488		Michelle Doiron, Attorney General's Office	x	Sgt. C. Wilson, UWPD
	Vacant, SEIU Local 1199	x	Tracey Mosier, Facilities Services		Jay Sedivy, Transportation Services
	Hannah Barnett, SEIU Local 925	x	Chris Pennington, Facilities Services	x	Letty Rogers, Risk Management
	Taylor Stepien, Graduate & Professional Student Senate (GPSS), UAW 4121		Steve Charvat, Emergency Management		
		x	Eli King, Emergency Management		
			Stacie Smith, Emergency Management		
*x= Present at meeting (13 needed for quorum)					

Agenda

1. Call to Order
 2. Approval of Meeting Minutes
 3. 2017 Worker's Compensation - Claims Services Presentation
 4. Organizational Group Reports & Election Updates
 5. Union Reports
 6. Faculty Senate Report
 7. Ex-Officio Reports
 8. Environmental Health & Safety (EH&S) Updates
 9. WA State Labor and Industries (L&I) Updates
 10. Good of the Order
 11. Adjournment
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Recorded by Angelina Haggard

1. **Call to Order:** The meeting was called to order at 1:04 PM by Leslie Anderson.
2. **Approval of Meeting Minutes:** The August Meeting Minutes were approved as written.
3. **[2017 Worker's Compensation](#) - Claims Services Presentation:** Shari Sprung, Pam Nathan, and Letty Rogers presented the 2016 Worker's Compensation Report. (Presentation can be found on the Claim Services website.)
4. **Organizational Group Reports & Election Updates**
 - a. **Group 1:** Leslie Anderson and Ryan Hawkinson reported Group 1 met earlier today. The group reviewed the Online Accident Reporting System (OARS) reports. They did not have quorum. The committee discussed their charter and the impact of a recent reorganization on Health & Safety Committee members. There is a recommendation for UW Information Technology, Capital Planning and Development, and Human Resources to become a part of Group 2. The committee discussed a recent incident at Fluke Hall involving construction project fence that blocked a fire exit egress. The fence has been moved to allow for safe egress and EH&S is conducting an investigation.
 - b. **Group 2:** Chad Cook stated Group 2 met on August 10 and did not have quorum. The committee will begin creating a charter and discussed potential impact of the recent reorganization to Group 1 and Group 2. Chad asked the committee for feedback about disciplinary action guidelines should be a part of the Fire Safety Evacuation Plan when employees do not follow Fire Safety Evacuation Plan protocol. Beth Hammermeister shared that the Seattle Fire Department can issue fines to individuals. Chad expressed concern about the amount of time occupants took to evacuate Roosevelt Commons West via the two exit stairways. EH&S will conduct an evaluation to determine if the egress pathway is code compliant. Group 2 still needs an Election Coordinator.

- c. **Group 3:** Paul Zuchowski reported Group 3 reviewed OARS reports. They did not have quorum. They discussed the large events presentation. Election nominations closed Friday, September 15. There are currently 12 to 14 candidates. A very good turnout in an effort to expand elected membership.
- d. **Group 4:** Beth Hammermeister reported the Group 4 subcommittee reviewed 40 OARS reports. There was an increase in the number of School of Dentistry reports. This could be due to better reporting and/or students are spending more time in the clinic. They discussed their charter and included a section on conflict resolution. They encouraged Union and student representation. Group 4 talked about on-going indoor air quality discussion concerns related to the roles and responsibilities of Facilities Services and cleaning. The committee expressed concern about being unable to display photos of felons. Officer Wilson clarified that pictures can be shared with staff only and cannot be displayed where the general public may see them. He stated that SafeCampus will put together information bulletins that include photos and reiterated these may not be posted publicly and can only be shared with staff.
- e. **Group 5:** reported Group 5 reviewed Patient Safety Net and Safety Intelligence reports. They reviewed annual safety patient handling data. There is a current safety initiative to reduce patient handling and holding incidents by installing ceiling lifts in each room. The ceiling lift initiative is 90% complete. Departments like Airlift Northwest, housekeeping and the lift teams are implementing breathing techniques, mindfulness, and stretching as part of their workday routines. Teresa Kennedy is their election coordinator and nominations will open later this month. Liz requested clarification regarding health and safety committee member representation for UW Medicine Shared Services at various locations i.e. UW Tower and Sandpoint. Group 5 elections should be complete by Thanksgiving.
- f. **Group 6:** Maggie Luning reported Group 6 met on August 17 and reviewed June and July OARS reports. They approved July meeting minutes and discussed the August U-Wide meeting. The loading dock and pedestrian traffic concern involving Kincaid Hall was resolved. They improved pedestrian access to the Burke Gilman Trail due to construction of the new Life Sciences Building. However, they are still awaiting installing of a stop sign. Eli King is scheduled to present the Large Event presentation at their next group meeting. Election nominations are open until all employees return to campus 9/29 or later. Group 6 will begin discussing their charter.
- g. **Group 7:** Kelly Carter-Lynn reported Group 7 did not meet in August or September in her absence due to a family emergency. Kelly will be the Group 7 election coordinator.
- h. **Group 8:** No member present.
- i. **Group 9:** Colleen Irvin reported Group 9 reviewed June and July OARS reports. Election nominations are currently open and close on September 15.
- j. **Group 10:** David Warren reported that group 10 did not have quorum and began discussing their charter.

5. **Union Reports:** Paula Lukaszek asked for an update on legionella at UWMC, the Northlake Building scaffolding, the mercury spill, and the Art Department stop work incident. Jude Van Buren shared UWMC is working with the Centers for Disease Control and Toby Purvis at UWMC Environmental Services may be contacted for more information regarding legionella. Liz Kindred added an FAQ was emailed to employees regarding Legionella. Emma Corell provided an update on the Northlake Scaffolding inspection as part of the L&I update. The mercury spill incident report will be distributed and reviewed at the next Group 2 meeting. Denise Bender will follow up with Brandon Kemperman regarding the Art Department stop work incident.
6. **Faculty Senate Reports:** Rick Gleason reminded the committee that 40,000 students will be coming to campus in two weeks along with approximately 40,000 faculty and staff.
7. **Ex-Officio Reports:** Tracey Mosier mentioned a recent lock out tag out (LOTO) incident and reminded the committee of the importance of reviewing LOTO policy and procedures to prevent serious injuries. Officer Wilson reported there were two minor injuries involving UWPD officers. EH&S is monitoring and testing UWPD vehicles for carbon monoxide leaks. Currently, no leaks have been detected.

At 2:29 PM motion by Leslie Anderson to continue the meeting for 5 minutes carried.

8. **Environmental Health & Safety Updates:** Denise Bender introduced Natalie Daranyi. She is an Occupational Health & Safety Specialist within the Occupational Safety & Health section. She will be responsible for physical safety programs and supporting the Industrial Hygienists.
9. **L&I Updates:** The L&I inspector had no concerns regarding the integrity of the Northlake Scaffolding that was inspected by a third party engineering firm. EH&S is still investigating the electrical line proximity and LOTO procedure in order for work to continue.

The phone fax involving the ergonomics concerns for a UWMC sterilization process is being resolved with training for the operating technicians to unclamp equipment prior to sending the clamps to sterilization.

We received a phone fax related to HMS security officers and the following issues: ergonomic risk associated with workstations, non-functional emergency button on radio equipment and inadequate restroom breaks.

10. **Good of the Order:** Leslie Anderson spoke with Steve Charvat, Eli King and Chief John Vinson about the large events standard operating procedure presented at the August U-Wide meeting. They agreed to create a University Wide task force or subcommittee with input from campus partners; members can be from event planning teams, building coordinators, etc. The hope is to create a multi-tiered checklist based on the number of attendees that would be available on the Safety Portal. Darren Branum at UW Bothell and Susan Wagshul-Golden at UW Tacoma are interested in the UW Seattle campus recommendations.

11. **Adjournment:** Leslie Anderson adjourned the meeting at 2:37 PM.

University-Wide (U-Wide) Health and Safety Committee Meeting Agenda

Wednesday, October 11, 2017

1:00 – 2:30 PM

UW Tacoma Campus – Tacoma, WA

[Cherry Parks 108](#)

<http://www.tacoma.uw.edu/campus-map/campus-map>

Regular Attendees:

- Current U-Wide Health and Safety Committee Members
<http://www.ehs.washington.edu/ohssafcom/index.shtm>
- Environmental Health & Safety (EH&S) Staff:
Jude Van Buren, Denise Bender, Emma Corell, Angie Haggard, Robyn Kunsman

Agenda Item	Lead	Process	Time
Call to Order and Approval of Meeting Minutes	Ryan Hawkinson	Robert's Rules of Order	
Welcome & Introductions	Emma Corell		5 min
Organizational Group Elections Update & Good of the Order	Committee Members	Discussion	10 min
Campus EH&S Perspectives	Tye Minckler, Vice Chancellor Finance and Administration	Presentation	25 min
Current Safety Affairs at UW Tacoma	David Leonard, Environmental Health & Safety Director		
Tacoma Paper and Stationery	David Leonard	Tour	25 min
UW Tacoma – An Urban Serving Campus	Mike Wark, Assistant Vice Chancellor for External Relations	Presentation	25 min
Adjourn	Ryan Hawkinson	Robert's Rules of Order	

Please send ideas for agenda items to Leslie Anderson at least 2 weeks prior to our meetings.