Agenda - June 4, 2018 - belated May meeting
Group 9 (College of Engineering) Health and Safety Committee

1. Attending
   Fiona Spencer or Eliot George, AA
   Colleen Irvin, BioE
   Sean Yeung, CEE
   Michael Pomfret, CEI
   Kameron Harmon, ChemE
   S. Honeydew or M. Glidden, CoE DO
   Tracy Erbeck or Sophie Östlund, CSE
   John Young, EE
   Angie Haggard, EH&S
   Stacia Green, HCDE
   Sheila Prusa, ISE
   Bill Kuykendall, ME
   Chris Adams, MolES/NanoES
   Tatyana Galenko, MSE
   Michael Khbeis, WNF

2. Guest Speaker: Officer Dahmar Smiles, Community Engagement, UWPD - de-escalation training

3. Previous Meeting Minutes
   - April 2018 - approve? Corrections?
   - Previous meeting minutes are posted at https://www.engr.washington.edu/mycoe/safety#

4. Department Incident Reports
   - CEE - cut finger while scraping metal plate (Jan)
   - MSE - hydrogen peroxide burn (Apr)

5. Group Business
   - Required biennium review of departmental APPs - we’ve done two so far
   - UWPD’s building safety task force update
   - FS BC Guiding Coalition update
   - Spread the word about the anonymous “report a concern” button at the top of EH&S page

6. UW-Wide Meeting
   - Apr minutes attached
   - May agenda attached. Highlights: Worker Memorial Day update; change “area of refuge” to “area of rescue” because few places on campus qualify as area of refuge; UWEM has list of vendors that offer discounts on emergency preparedness materials.

7. Department Updates

Next Meeting
June 25th at 3pm, in Loew 355
Scheduled guest speaker: UWEM Megan Levy, on Husky Ready business continuity planning
DRAFT Meeting Minutes
Health and Safety Committee for Group 9 (College of Engineering)

Meeting Date: Apr 30, 2018

Attended (100%)
Fiona Spencer, AA
Colleen Irvin, BioE
J. Sean Yeung, CEE
Michael Pomfret, CEI
Kameron Hamon, ChemE
Michael Khbeis, WNF
Angie Haggard, EH&S
Stacia Green, HCDE
Sheila Prusa, ISE
Bill Kuykendall, ME
Chris Adams, MoIES/NanoES
Tatyana Galenko, MSE
Sonia Honeydew, DO

Previous Meeting Minutes
- March 2018 – draft approved
- Previous meeting minutes are at: https://www.engr.washington.edu/mycoe/safety#

Incident Reports
- CEE – cut finger while scraping metal plate (Jan). Carry to May; awaiting more info.
- EE in Fluke/WNF – acetone poured into EKC photoresist remover bath (Feb). Solvent; had to create new waste stream report.
- AA in Guggenheim – fumes throughout first floor from spray painting in loading bay (Feb). FS cannot share spray booth. Dept still only buying a spray booth for students, not research use. AA dept asked contacts at Art School and/or Drama dept about sharing for research use. Ductless spray booths are not expensive. ME’s (with a fan and bunch of diffusion filters) was about $5k... need tabletop, and it could be indoors. AA could use a small one – recommend buy own, or maybe ME and AA depts could create a shared solution. Angie have Denise of EH&S follow up because EH&S closed OARS rpt.
- AA in AERB – unidentified haze throughout several floors (Feb). Phenomenon recurred once since OARS incident. EH&S followed up (suspects lime deposits in ventilation system line), and in doing so noticed the need for asbestos mitigation (hot mastic in damaged floor tiles) and lab-run wires between floors. EH&S following up on all.
DRAFT Meeting Minutes
Health and Safety Committee for Group 9 (College of Engineering)

- ME – while grinding sample, cut finger on sharp edges; got stitches (Mar). Sample on polishing wheel became unsecured but still stuck to wheel. Student tried to grab spinning sample. This has never happened before. Changed protocol to wear cut-resistant gloves (Kevlar) during this process, to protect from future incidents.
- EE – tripped and fell outside; umbrella handle jabbed ribs (Mar). Misstepped, fell to grass beside sidewalk, day off to see doctor, 100% recovered.

Group Business

- Group review of department-specific Accident Prevention Plans:
  o perhaps HCDE APP in May, as their dept occupies office space, with the exception of one makerspace. Stacia ask Emma if adding that makerspace Lab Safety Manual as an addendum to UW core APP is sufficient.
  o CoE IT or CoE WebHelp may help depts (e.g. ISE) post link to UW core APP on their departmental page. Add link to lab safety manual(s) or indicate where they can be found.
  o Does this committee recommend additions to core APP on personal sharps, UW vehicle accident protocol, or bike accident protocol? Public knowledge SOPs and know hazards. May need inward-facing info like “here’s where we keep the explosives”.
- UWPD’s full building safety task force hasn’t met again yet, only subcommittee work – reviewing policy, police trespasses, looking for consistent info and to share info on trespassing between BCs. Ideas = Share security camera images? Consistent signage across buildings? Campus-wide code of conduct? Culture of safety across campus?
- FS BC quarterly forum Thursday 5/3 (will address BC Guiding Coalition)
- New HR training video across UW: “Preventing Sex Discrimination and Sexual Harassment in the Work Environment”. Video is 32 minutes long. Email your supervisor after you watch it.
- 2017 OARS stats for Group 9 reviewed – no significant trends/changes in causes/injuries. Only one more incident than the year before. Very nice summary report by Angie.

UW-wide Meeting

- March minutes in packet.
- April agenda attached. Highlights:
  o U-wide 2017 OARS statistics review
Remember that end goal is root cause analysis.

At end of 2016 stopped importing UWMC records into OARS. UWMC employees 25% of UW FTEs but constitute 70% of incident reports, so separated them out. Without UWMC, look at 30% or 1100 incidents. Of those, 9% students, 5% public, 86% employees. Without UWMC, 83% of employee incidents result in an injury. The “near miss” category increased to 5%, which is good reporting.

Top ten types account for 93% of injuries. 41% alone are sprains and cuts.

Top ten causes of injuries... 37% of those are top two (ergonomic injuries and slips/trips/falls).

An OSHA recordable incident involves medical treatment beyond first aid, loss of consciousness or death, a day away from work or restricted duty, or a “significant injury or illness” per doctor. Only 30% of incidents are OSHA recordable (about 300 resulted in days away from work). Top five OSHA recordable injuries were sprain/strain/twist (increasing), biohazard exposure (increasing), pain/inflammation (decreasing), cut (decreasing), and fracture (increasing). Fractures are new to the top five, so the severity of slips/trips/falls has increased... no common theme - indoors/outdoors, all body parts - so generally people are distracted, rushing, maybe improper footwear.

OSHA recordable incidence rate at UW (w/o UWMC) 1.3 per 100. UW has a lower rate than similar organizations, and is consistent. The CoE rate is 0.6.

- Group 2: if problems with bikeshare programs on campus (which now include electric bikes), call the vendor or Elizabeth Bastian at Transportation Services. FYI they will allow electric bikes on the Burke Gilman.

- Group 4: when a coworker is injured, you do not transport them yourself unless medics say it’s OK.

- Group 5 (UWMC): Our OSHA recordable incidence rate of 7.3 is normal for industry.

- Group 10: Emma says EH&S page has new section on personal sharps disposal, and EH&S has discussed elevating this to a bigger project (to get more disposal locations on campus).

- UWEM continues to prepare for Special Olympics. Volunteering strongly encouraged.
DRAFT Meeting Minutes
Health and Safety Committee for Group 9 (College of Engineering)

Department Updates

- ChemE - elevator problems
- EE - recently had hate speech graffiti.
- MSE - big TV stolen from Roberts Hall admin lobby over weekend. Building should have been closed... checking on key distribution.
- MoLES/NanoES - changed format of all-Lab Manager lab safety meetings from twice yearly to four times a year. Tracy Harvey was guest speaker re: shared lab space.
- HCDE - evacuation alarm Thursday at 1:30pm at Sieg; Evacuation Wardens performed well, but classes were in session and while staff evacuated promptly, students were hesitant - had to be told it was not a drill! Cause: elevator stopped working, motor seized and smoking, worker pulled alarm. Lessons learned: egress monitors and alternates were gone so need third layer of redundancy for that role and EWs. Two egresses can be watched by one person. Evacuation wardens could not access some labs. Luckily PhD student who uses a wheelchair was on the 1st floor, but this incident made the dept think about areas of refuge in Sieg. Diana Zumba of EH&S can help determine areas of refuge. If elevators are shut down for extended periods, contact Disability Services Office for assistance with accommodations.

Next Meeting

- Note that due to holiday 5/28, our May meeting will be June 4th 2018 at 3pm, in Loew 355 (guest speaker Officer Dahmar Smiles, UWPD de-escalation training)
<table>
<thead>
<tr>
<th><strong>Person Reporting Incident</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Last Name:</strong> Haggard</td>
<td><strong>First Name:</strong> Angelina</td>
</tr>
<tr>
<td><strong>Occupation/Position:</strong> ACCIDENT REPORTING SYSTEM ADMINISTRATOR</td>
<td><strong>Department:</strong> HSA: ENV Health &amp; Safety: Occupational Safety &amp; Health - Accident Prevention</td>
</tr>
<tr>
<td><strong>Date Reported:</strong> 2018/01/02</td>
<td><strong>Time of Reporting:</strong> 10:47 AM</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Person Involved or Affected</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Last Name:</strong></td>
<td><strong>First Name:</strong></td>
</tr>
<tr>
<td><strong>Phone:</strong> +1 206 616-3442</td>
<td><strong>Email:</strong> <a href="mailto:ahaggard@uw.edu">ahaggard@uw.edu</a></td>
</tr>
<tr>
<td><strong>Occupation/Position:</strong> RESEARCH ASSISTANT (E S UAW ASE)</td>
<td><strong>Department:</strong> ENG: Civil and Environmental Engineering-Stanton Lab JM Student</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Incident Details</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Date of Incident:</strong> 2017/11/10</td>
<td><strong>Time of Incident:</strong> 6:00 PM</td>
</tr>
<tr>
<td><strong>Campus:</strong> Seattle</td>
<td><strong>Incident Location/Parking Lot:</strong> Civil Eng Lab</td>
</tr>
<tr>
<td><strong>Room:</strong></td>
<td><strong>Other:</strong></td>
</tr>
</tbody>
</table>

**Incident Details:**

taken from LnI Report of Accident "left index finger cut while cutting scraping metal plate"

**Attachment:** No

<table>
<thead>
<tr>
<th><strong>Supervisor</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Last Name:</strong> Stanton</td>
<td><strong>First Name:</strong> John</td>
</tr>
<tr>
<td><strong>Phone:</strong> +1 206 543-6057</td>
<td><strong>Email:</strong> <a href="mailto:stanton@uw.edu">stanton@uw.edu</a></td>
</tr>
<tr>
<td><strong>Occupation/Position:</strong> PROFESSOR</td>
<td><strong>Department:</strong> ENG: Civil and Environmental Engineering</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Classification</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Level 1:</strong></td>
<td>Injury requiring medical treatment (go to level 3 if in-patient hospitalization or amputation occurred),</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Type of Incident</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Injury Description:</strong> Cut, Laceration, Puncture, Scratch, Abrasion (Open Wound),</td>
<td></td>
</tr>
<tr>
<td><strong>Body Parts Affected:</strong> Fingers,</td>
<td></td>
</tr>
<tr>
<td><strong>Cause of Injury or Damage:</strong> Tools, Instruments,</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Possible Causes</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Equipment:</strong> Other,</td>
<td></td>
</tr>
<tr>
<td><strong>Environment:</strong> Other,</td>
<td></td>
</tr>
<tr>
<td><strong>Policies / Procedures:</strong> Other,</td>
<td></td>
</tr>
<tr>
<td><strong>Human Factors:</strong> Other,</td>
<td></td>
</tr>
</tbody>
</table>

**Suggested corrective action by the affected party**

ON FILE: Affected/Injured Employee's date of birth, gender, date of hire, and hours of employment.
### 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.)

**Recommendations/Preventive Measures:**

Corrective Actions Target Date (yyyy/mm/dd): [ ]
Corrective Actions Complete Date (yyyy/mm/dd): [ ]

Other Comments:

### EHS Review

<table>
<thead>
<tr>
<th>Last Name:</th>
<th>First Name:</th>
<th>Phone Number:</th>
<th>Email:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Occupation/Position:</th>
<th>Department:</th>
</tr>
</thead>
</table>

Comments:

ON FILE: Affected/Injured Employee’s date of birth, gender, date of hire, and hours of employment.
Today a lab member suffered from an unknown chemical burn on their hand and brought it to my attention. It is uncertain exactly where and how the lab member was exposed to such a chemical that inflicted superficial damage to their hand.

The lab member was only in Roberts 214 lab for several minutes to transfer a sample in a sealed container from the freezer to the fume hood. The lab member also opened the drying oven with the affected hand. The lab member was not wearing gloves for these two tasks. The lab member noticed the marks on their hand soon after leaving the lab, washed their hands thoroughly with soap and water, then came to find me.

The chemical burn resulted in a white discoloration in the skin, and had a residual vinegar smell. The member does not report any pain or irritation in the affected area at this time. The white discoloration most resembles a hydrogen peroxide burn. It has been reported that hydrogen peroxide may react with bodily oils to produce the vinegar smell. From this I am most certain the burn was caused by concentrated hydrogen peroxide.

There is a bottle of hydrogen peroxide (30%) on its side on the shelf directly above where the lab member's sample was stored. It is possible that hydrogen peroxide leaked out of the bottle on its side and landed onto the sample container below.

The cause of this accident was improper storage of a hazardous chemical (hydrogen peroxide). The secondary cause is that the lab member did not wear gloves when transferring their sample to the fume hood, however their sample container should have been safe to touch with no gloves.

A solution to prevent this accident from repeating is to properly store chemicals in the freezer. The hydrogen peroxide has been moved to an upright position and the surrounding containers have been wiped down incase of any other contamination.

Attachment: Yes
### Classification

**Level 1:** Injury or Exposure, no first aid required,

### Type of Incident

**Injury Description:** Burn (Thermal, Chemical, Electrical),

**Body Parts Affected:** Hands, Wrists,

**Cause of Injury or Damage:** Chemicals,

### Possible Causes

**Equipment:**

**Environment:** Chemicals, Poor Housekeeping,

**Policies / Procedures:** Failure to Follow Procedures,

**Human Factors:** PPE Not Used, Failure to Follow Established Protocol/Procedures,

### Suggested corrective action by the affected party

Freezer was cluttered and had hydrogen peroxide improperly stored on its side. User was not wearing gloves. An e-mail has already been sent to the group to remind members of proper chemical storage and wearing PPE. The improperly stored chemicals have already been moved.

### 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.)

**Improper storage of hydrogen peroxide in freezer.** The chemical was stored on its side such that the contents were in contact with the lid of the container.

The affected member was not wearing gloves when moving their sample from the freezer to the fume hood, however the sample container should have been safe to touch without gloves.

**Recommendations/Preventive Measures:**

Full lab inspection of other chemical storage areas to make sure chemicals are properly stored according to their SOPs/SDSs.

**Corrective Actions Target Date (yyyy/mm/dd):** 2018/05/04

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

### Other Comments:

5/1/18 forwarded to Mark Murray, Tracy Harvey

---

**ON FILE: Affected/Injured Employee’s date of birth, gender, date of hire, and hours of employment.**
# U-WIDE HEALTH AND SAFETY COMMITTEE

## April 11, 2018 Meeting Minutes | 1-2:30 PM; Foege N130A

<table>
<thead>
<tr>
<th>Elected Members (Group)</th>
<th>Appointed Members (Group)</th>
<th>EH&amp;S Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>x Leslie Anderson (1) Chair</td>
<td>x Paul Zuchowski (3)</td>
<td>Jude Van Buren</td>
</tr>
<tr>
<td>x Ryan Hawkinson (1)</td>
<td>x Beth Hammermeister (4)</td>
<td>Denise Bender</td>
</tr>
<tr>
<td>Sterling Luke (2)</td>
<td>Liz Kindred (5)</td>
<td>x Emma Corell</td>
</tr>
<tr>
<td>Michelle Mazzei (2)</td>
<td>x Sonia Honeydew (9)</td>
<td>x Angelina Haggard</td>
</tr>
<tr>
<td>x Tal Lev (3)</td>
<td>x David Zuckerman (10)</td>
<td>x Robyn Kunsman</td>
</tr>
<tr>
<td>x Carol Harvey (4)</td>
<td>x Nicole Sanderson (7)</td>
<td></td>
</tr>
<tr>
<td>x Ann Auman (5)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maggie Luning (6)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>x Beth Ramage (6)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kelly Carter-Lynn (7)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>David Hirschberg (8)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>x Hannah Wilson (8)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>x Kameron Harmon (9)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>David Warren (10)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>x Rick Gleason (Faculty Senate)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Labor Union Representation</th>
<th>Ex-Officio Members</th>
<th>Ex-Officio Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>x Paula Lukaszek, WFSE Local 1488</td>
<td>x Tracey Mosier, Facilities Services</td>
<td>Vacant, Attorney General's Office</td>
</tr>
<tr>
<td>Vacant, SEIU Local 925</td>
<td>x Chris Pennington, Facilities Services</td>
<td>Chief John Vinson, UWPD</td>
</tr>
<tr>
<td>Taylor Stepien, Graduate &amp; Professional Student Senate (GPSS), UAW 4121</td>
<td>x Steve Charvat, Emergency Management</td>
<td>x Jay Sedivy, Transportation Services</td>
</tr>
<tr>
<td>Vacant, SEIU Local 1199</td>
<td>Stacie Louviere, Emergency Management</td>
<td>Vacant, Risk Management</td>
</tr>
<tr>
<td></td>
<td>Eli King, Emergency Management</td>
<td>Vacant, Capital Planning &amp; Development</td>
</tr>
<tr>
<td></td>
<td>Megan Levy, Emergency Management</td>
<td></td>
</tr>
</tbody>
</table>

*x= Present at meeting*
Agenda

1. Call to Order and Introductions
2. Approve March Meeting Minutes
3. 2017 OARS Statistics
4. Environmental Health & Safety (EH&S) Reports
5. Organizational Group Reports
6. UW Building Security Task Force Meeting Update
7. Ex-Officio Reports
8. Adjourn

Recorded by Robyn Kunsman.

1. **Call to Order and Introductions**: The meeting was called to order at 1:04 PM by Leslie Anderson.

2. **Approve March Meeting Minutes**: The March minutes were approved as amended.


4. **Environmental Health & Safety (EH&S) Reports**: L&I updates regarding Capital Planning & Development inspections and a UW Medical Center abatement was given by Emma Corell.

   Emma Corell recognized the EH&S Laboratory Safety Initiative for being nominated for a Distinguished Staff Award.

   Emma Corell spoke on sharps disposal guidance, and referred the committee to the biohazardous waste page on the EH&S website (https://www.ehs.washington.edu/biological/sharps-and-laboratory-glass).

5. **Organizational Group Reports**
   
   a. **Group 1**: Ryan Hawkinson reported that Group 1 met earlier today. They reviewed the Online Accident Reporting System (OARS) reports, and received a presentation by Megan Levy of UW Emergency Management. The group finalized and adopted their charter. Ryan Hawkinson spoke about the initial Building Safety Task Force meeting.

   b. **Group 2**: Chris Pennington stated that Group 2 met on March 8, and are currently without a Chair. The group reviewed OARS reports and incidents involving: improperly disposed MAPP gas; Nordstrom Tennis electrical
storage; and, the bike share program on campus [contact: Elizabeth Bastian (ebastian@uw.edu)]. They also discussed the new EH&S website, and how various groups are coordinating building evacuation drills and working on Fire Safety and Evacuation Plans.

c. **Group 3:** Paul Zuchowski reported that Group 3 has not yet met.

d. **Group 4:** Beth Hammermeister reported that the Group 4 subcommittee reviewed OARS reports. The Fire Safety and Evacuation Plan for Foege has been updated for 2018. Matt Moeller from EH&S talked to the group about chemical waste procedures. The group also reviewed procedures on how to address injuries affecting faculty/staff.

e. **Group 5:** Ann Auman reported that Group 5 reviewed Patient Safety Net and Safety Intelligence reports. Emma Corell of EH&S gave an OARS Injury Statistics presentation and discussed L&I reports.

f. **Group 6:** Beth Ramage reported that Group 6 met and reviewed OARS reports. They followed up on reports involving: a metal doorway tab in the Burke Museum; acoustic ceiling tiles falling in the Art building; a PPE concern in some undergraduate chemistry courses (progress is being made). A subcommittee is to begin writing the group’s charter.

g. **Group 7:** Nicole Sanderson reported that Group 7 reviewed OARS reports. The group is short on members, and will be holding mid-year elections. Bothell’s EH&S Coordinator started yesterday.

h. **Group 8:** Hannah Wilson reported that Group 8 has not met. Their next meeting will be Evacuation Warden training for all members.

i. **Group 9:** Sonia Honeydew reported that Group 9 reviewed OARS reports. Tracy Harvey of EH&S spoke about shared spaces in regards to lab safety surveys.

j. **Group 10:** David Zuckerman reported that Group 10 reviewed OARS reports and went over U-Wide minutes. Rick Gleason will provide OSHA training in May. The Arboretum Loop Trail had its grand opening this past week. Homelessness and car burglaries persist.

6. **UW Building Security Task Force Meeting Update:** Organized by UWPD Chief Vinson, the task force held its first meeting on March 30.
Ryan Hawkins of HSC 1 shared that a timeline and subcommittees were suggested. Building night security, trespassing/banning persons from campus, and conforming building signage was discussed.

Paul Zuchowski of HSC 3 shared that security cameras, communications between buildings, and a campus-wide code of conduct were also topics that the task force discussed.

Beth Hammermeister of HSC 4 said she hopes to encourage positivity and a culture of safety across campus. She brought up that SafeCampus Violence Prevention and Response training is to be renewed every two years by all UW faculty and staff.

Minutes from the Building Security Task Force meeting will be sent out to U-Wide members for discussion next month.

7. **Ex-Officio Reports:** Paula Lukaszek thanked Emma Corell of EH&S for the L&I updates, and asked for an update on Nordstrom Tennis electrical panels when one is available.

   Jay Sedivy wants a uniform adoption process for post-accidents regarding UW vehicles. He asked for input from committee members at the June U-Wide meeting.

   Steve Charvat gave a Special Olympics update and shared the need for volunteers. Emergency Management is working to help provide volunteers with clear, concise, and simple instructions in the event of an incident. Two tabletop exercises have been conducted, and this year's Emergency Operations Center disaster drill on May 22 will partner with the Special Olympics and simulate an earthquake event.

8. **Adjourn:** Leslie Anderson adjourned the meeting at 2:28 PM.
University-Wide (U-Wide) Health and Safety Committee Meeting Agenda  
May 9, 2018  
1:00 – 2:30 PM  
William H. Foege Bldg. N-130A  
http://www.washington.edu/maps/  

Regular Attendees:  
- Current U-Wide Health and Safety Committee Members  
  https://www.ehs.washington.edu/workplace/health-and-safety-committees  
- Environmental Health & Safety (EH&S) Staff:  
  Jude Van Buren, Denise Bender, Emma Corell, Angie Haggard, Robyn Kunsman

<table>
<thead>
<tr>
<th>Agenda Items</th>
<th>Persons Responsible</th>
<th>Process</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call to Order and Introductions</td>
<td>Leslie Anderson, Co-Chair</td>
<td>Robert’s Rules of Order</td>
<td></td>
</tr>
<tr>
<td>Approve April Meeting Minutes</td>
<td>Committee Members</td>
<td>Robert’s Rules of Order</td>
<td>5 min</td>
</tr>
<tr>
<td>Worker Memorial Day Update</td>
<td>Attendees</td>
<td>Discussion</td>
<td>5 min</td>
</tr>
<tr>
<td>UW Building Security Task Force</td>
<td>Attendees</td>
<td>Discussion</td>
<td>10 min</td>
</tr>
<tr>
<td>Organizational Group Reports</td>
<td>Committee Members</td>
<td>Discussion</td>
<td>20 min</td>
</tr>
<tr>
<td>Ex Officio Reports</td>
<td>Ex Officios</td>
<td>Discussion</td>
<td>15 min</td>
</tr>
<tr>
<td></td>
<td>Emergency Management – Special Olympics</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Facilities Services – Procedure for reporting vehicular accidents</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EH&amp;S Reports</td>
<td>L&amp;I Update</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Regional CSHEMA Conference</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Open Discussion</td>
<td>Committee Members</td>
<td>Discussion</td>
<td>25 min</td>
</tr>
<tr>
<td>Adjourn</td>
<td></td>
<td>Robert’s Rules of Order</td>
<td></td>
</tr>
</tbody>
</table>

*Organizational Group Reports include topics covered at their most recent meeting  
Please send ideas for agenda items to U-Wide Co-Chairs at least 2 weeks prior to our meetings.