1. **Attending**
   - Eliot George for Fiona Spencer, AA
   - Colleen Irvin, BioE
   - Summer Dela Cruz for Sean Yeung, CEE
   - Michael Pomfret, CEI
   - Kameron Hamon, ChemE
   - S. Honeydew or M. Glidden, CoE DO
   - Alex LeFort for Sophie Ostlund, CSE
   - John Young, EE
   - Angie Haggard, EH&S
   - Jane Skau for Stacia Green, HCDE
   - Sheila Prusa, ISE
   - Bill Kuykendall, ME
   - Chris Adams, MolES/NanoES
   - Tatyana Galenko, MSE
   - Michael Khbeis, WNF

2. **Guest Speaker: Erin McKeown (EH&S) discusses chemical spills**

3. **Previous Meeting Minutes**
   - Sep 2018 – approve? Corrections?
   - Previous meeting minutes are posted at [https://www.engr.washington.edu/mycoe/safety#](https://www.engr.washington.edu/mycoe/safety#)

4. **Department Incident Reports**
   - EE @ WNF – near miss acid-base reaction in fume hood by non-academic affiliate (Sep)
   - AA – employees demolished internal walls and were exposed to lead paint (Sep)
   - ChemE – cut fingers with cryostat blade while cleaning eqpt (Sep)

5. **Group Business**
   - 5 Whys Root Cause Analysis
   - Annual message on UW emergency alerts and communications

6. **UW-Wide Meeting**
   - Sep minutes attached
   - Oct agenda attached. Highlights:
     - October is National BioSafety Month for research labs. 1,813 of 4,100 UW research labs work with biohazards; 610 currently have BUAs. 2018 theme of biosafety month is “culture of safety”.
     - Next level to improve culture of safety at UW is to be more proactive. Educate your leadership. Promote biosafety month by emailing PI's and LMs who work with biological agents the link to EH&S page for flyers etc., and share [article](https://www.engr.washington.edu/mycoe/safety#). Safety Committee groups start using “five why’s” of root cause analysis – practice on at least one OARS report per month.
     - EH&S [Biological Safety page](https://www.engr.washington.edu/mycoe/safety#) has info on biohaz waste, sharps safety guides, etc.
     - EH&S has [new IBC page](https://www.engr.washington.edu/mycoe/safety#) in last year. The Institutional Biosafety Committee (IBC) reviews, approves and oversees research involving the use of recombinant or synthetic DNA/RNA and other biohazards. There is a new IBC Coordinator (Robert Kunsman) and Officer (Andrea Badger).

7. **Department Updates**

   **Next Meeting:** November 26th at 3pm, in Loew 355
   - Guest speaker or video on bystander intervention
Attended
Colleen Irvin, BioE
Kameron Hamon, ChemE
Summer Dela Cruz for J. Sean Yeung, CEE
Michael Pomfret, CEI
Sophie Ostlund, CSE
Sonia Honeydew, DO
John Young, EE
Angie Haggard, EH&S
Stacia Green, HCDE
Sheila Prusa, ISE
Bill Kuykendall, ME
Chris Adams, MolES/NanoES
Tatyana Galenko, MSE

Absent
Eliot George for Fiona Spencer, AA
Michael Khbeis, WNF

Introductions

• Summer Dela Cruz will be taking over Building Coordinator responsibilities in CEE and will be Group 9 proxy for Sean. Make sure Facilities BC list is updated to include Summer for upcoming BC event invites.

Previous Meeting Minutes

• Aug 2018 - draft approved with corrections
• Previous meeting minutes are at: https://www.engr.washington.edu/mycoe/safety#

Incident Reports

• ChemE - smell near fume hood (Aug). FS investigated. Dept suspects that issue is related to building cooling. When negative air balance, air sucked from chase and pulled into lab. There was an issue mobilizing Facilities (bumped up from Customer Care to zone supervisor).
DRAFT Meeting Minutes
Health and Safety Committee for Group 9 (College of Engineering)

- CEE - slip/fall on water in lab (Aug). Now suspect pooled water was from autoclave nearby - either steam from autoclave or pipes connected under it (which should not condense so should be checked), or a water leak (should be checked). PI reviewed procedures with lab members to ensure water reservoir is not overfilled. Will check autoclave and continue to investigate other possible leak sources. Noted that report was delayed; issues should be reported asap. This report also brought up a discussion about expectations from Custodial Services (see online catalog of expected services) and the importance of communication in shared spaces (Lab Caution sign should indicate who to talk to if find a spill).

Group Business

- Discussed AA draft of dept safety protocol document. Group acknowledged document not in line with current practices and suggested best if align with and utilize existing resources.
- Reminder that all facilities work must be performed by FS or an approved contractor as defined in collective bargaining agreements and state law. Sonia add FS reminder (with APS link) to Group 9 shared drive.
- Group considered linking all CoE building FSEP's on CoE site, decided better to link to EH&S library. Will discuss with EH&S to post their FSEP library.
- December deadline for APP comments (received from HCDE).
- UWPD’s Building Safety Task Force update: Per Chris, they have nearly finalized draft on ejecting/banning individuals from buildings. Will add to Group 9 shared drive.
- FS’ BC Guiding Coalition update: building coordinators will receive survey by Thursday.
- Instructors should be conducting safety orientation on the first day of lab class.

UW-Wide Meeting

- Aug minutes in packet.
- Sep agenda attached. Harborview field trip included overview of Stop the Bleed program:
  - Someone can bleed to death in 3-5 minutes. When someone loses half their blood volume (half of 5 liters), they die of irrevocable shock. 35% of pre-hospital trauma deaths are due to blood loss.
  - See www.StoptheBleedWA.org for classes. Harborview has hosted since Aug 2016. One Saturday a month there are two classes in the morning for the general public. BleedingControl.org also has info.
DRAFT Meeting Minutes
Health and Safety Committee for Group 9 (College of Engineering)

- Even though car crashes and injuries at home are much more common causes of trauma, the increase in active shooter scenarios and weather emergencies brought government and medical agencies together to create the Stop the Bleed program to educate the public about bleed response and the importance of bleeding control kits in public spaces (such as near AEDs). They hope to make this training standard for high school graduation, like CPR training.
- Bystanders are critical (in active shooter situations EMS can’t enter without special training).
- Stop the Bleed educates bystanders to pack the wound tightly (yes it will hurt) and apply steady pressure. If a proper tourniquet is available, apply above leg/arm wounds, but DO NOT take the time to invent a tourniquet! Subsequent studies showed that improvised tourniquets did not help and often worsened medical outcomes at the Boston marathon bombing.

Department Updates

- HCDE – Re: discussion about disturbing hazardous materials in older buildings… asbestos stickers on ceiling in Sieg indicate hazardous materials. Due to window design, water leaks in, and occupants wonder if there might be asbestos where the paint is bubbling. Angie will check whether testing done there.
- CSE – Re: discussion about disturbing hazardous materials in building infrastructure… when custodial staff strip floors before waxing them, could there be risk of stripping old asbestos tiles? Angie will check.
- BioE – a grad student submitted a belated OARS report with concern that their prior iodine radiation work caused a high thyroid assay, and was told couldn’t be reimbursed for medical charges due to delay in reporting… Angie will look into this workers comp scenario with Claims Services, as there may have been an additional reason for denial of reimbursement.
- MolES/NanoES – there was a cut in a School of Medicine (Group 4) lab, and bloody medical waste was left in the office waste for three weeks – biohazard.
- AA asks whether any departments have intranets with Lab Safety Manuals and training records? Chris (MolES/NanoES) will talk to Pam.

Next Meeting

- Oct 29th 2018 at 3pm, in Loew 355 with EH&S guest speaker on chemical spills
## Person Reporting Incident

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Phone: Email: injury@u.washington.edu

Occupation/Position: Department: ENG: Electrical Engineering JM Contingent Worker

**Date Reported(yyyy/mm/dd):** 2018/09/10 **Time of Reporting:** 06:27 PM

## Person Involved or Affected

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Phone: Email: injury@u.washington.edu

Occupation/Position: Department: ENG: Electrical Engineering JM Contingent Worker

## Incident Details

**Date of Incident(yyyy/mm/dd):** 2018/09/10 **Time of Incident:** 3:45 PM **When Shift Begins:** N/A

Campus: Seattle **Incident Location/Parking Lot:** FLUKE HALL

Room: Fluke 115 **Other:**

**Incident Details:**

Standard procedure when using SCI chemical clean is to add a few mL of H2O2 to mixture. Instead, HCl was added. This created a small acid-base reaction, which was sucked away by the fume hood.

**Attachment:** No

## Supervisor

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<tr>
<th>Last Name:</th>
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<tbody>
<tr>
<td>Khbeis</td>
<td>Michael</td>
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Phone: +1 206 543-5101 Email: khbeis@uw.edu

Occupation/Position: Department: ASSOCIATE DIRECTOR MICROFABRICATION FACILITY ENG: Collaboration Core - WNF Managers

## Classification

**Level 1:**

Near miss (No incident occurred but it could have),

## Type of Incident

**Injury Description:** None,

**Body Parts Affected:** None,

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

## Possible Causes

**Equipment:** Inadequate Guards/Barriers,

**Environment:** Chemicals,

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

**Human Factors:** Failure to Follow Established Protocol/Procedures, Inattention,

## Suggested corrective action by the affected party

Enhance labeling, or do not store acids and bases in same bench.

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: Haggard</th>
<th>First Name: Angelina M</th>
<th>Phone Number: +1 206 616-3442</th>
<th>Email: <a href="mailto:ahaggard@uw.edu">ahaggard@uw.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Occupation/Position:</td>
<td>Department:</td>
<td>Comments: 9/11/18 forwarded to Tracy Harvey</td>
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</table>

ON FILE: Affected/Injured Employee's date of birth, gender, date of hire, and hours of employment.
Inappropriate demolition of several interior temporary walls in KIR 110-aux was carried out by 2 student employees at my request. This was a grave lapse of judgement on my part and I will do everything possible to mitigate the problems this caused, which are listed below.

1) About 28 ft of gypsum sheet-rock wall with 2x4 studs was removed from KIR 110. The wall frames were sandwiched in between the concrete floor and concrete ceiling cross-beams, and one section abutted a concrete wall. The waste from this demo was picked up by UW Recycling on 9/18/18.

2) At the request of EH&S, the site was tested for asbestos and lead on 9/19/18. No asbestos was detected in debris nor on any surface.

3) Lead was found in high concentration the original floor paint and original concrete wall paint, and at a relatively low level in an outer coating of paint on the concrete wall.

4) Some of the outer coating of paint from the concrete wall flaked off and likely contaminated the debris, and possibly some of the items that were left in the room during demo. This layer of paint has a concentration just above the threshold of detection (56 ppm) and is thus a concern.

5) The demo activity in the auxiliary room of KIR 110 took about 6 hours on 9/10/18 and the debris was removed from the room and stacked in the foyer on 9/14/18.

6) A list of people who have passed through the foyer from 9/14/18 to 9/18/18 has been compiled and attached.

Attachment: Yes
**Possible Causes**

**Equipment:** Other,  
**Environment:** Other,  
**Policies / Procedures:** Failure to Follow Procedures, Inadequate Planning, Preparation,  
**Human Factors:** Failure to Follow Established Protocol/Procedures,

**Suggested corrective action by the affected party**

1) The two student employees directly involved have been told what contaminants have been detected and what hazards they pose. A blood test for lead is recommended for these employees.
2) All other KWT employees have been informed of the incident and alerted to what hazards they may have been exposed to. The option for a lead blood test will be encouraged.
3) All visitors to KWT that used the entrance in question between 9/14/18 and 9/18/18 will be informed about the lead paint they were exposed to.
4) A lead abatement work order has been submitted to FS. Decontamination of equipment in the room at time of demo and outside of room in foyer will be carried out at earliest opportunity.
5) Recycle truck was decontaminated on 9/21/18.

**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.)

Primary cause of incident was that the building manager did not follow UW protocols for interior room modifications. Had this been done properly, then the Pb testing would of been done first and appropriate measures could of been taken to mitigate the risk of lead exposure to other employees.

**Recommendations/Preventive Measures:**
KWT manager should attend all pertinent training and seminars offered by UW to ensure he stays up to date on all UW policies and procedures related to building management.

Corrective Actions Target Date (yyyy/mm/dd): 2018/09/28  
Corrective Actions Complete Date (yyyy/mm/dd):

**Other Comments:**
Dates of contact with all impacted individuals will be documented. Corrective actions will be considered complete when lead abatement task has been completed.

**EHS Review**

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Comments:
Personnel who used KIR 110 entrance to KWT from 9/10/18 to 9/18/18.

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<thead>
<tr>
<th>Personnel</th>
<th>Affiliation</th>
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<th>Access Dates</th>
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<tr>
<td></td>
<td>KWT</td>
<td>Manager</td>
<td>9/14/18 - 9/18/18</td>
<td>walk through</td>
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<td>Test Engr</td>
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<td>walk through</td>
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<td>Student Crew, demo work</td>
<td>9/10/18 - 9/18/18</td>
<td>material handling</td>
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<td>9/14/18 - 9/18/19</td>
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<td>UW</td>
<td>Custodian</td>
<td>9/14, 9/17</td>
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<td>ATS</td>
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<td>walk through</td>
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<td>Insitu</td>
<td>Customer</td>
<td>9/17, 9/18</td>
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**Person Reporting Incident**

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Occupation/Position: **UNDERGRADUATE RESEARCH ASSISTANT**
Department: **ENG: Chemical Engineering- Nance Lab**

Date Reported (yyyy/mm/dd): **2018/09/29**
Time of Reporting: **02:21 PM**

**Person Involved or Affected**

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Occupation/Position: **UNDERGRADUATE RESEARCH ASSISTANT**
Department: **ENG: Chemical Engineering- Nance Lab**

**Incident Details**

Date of Incident (yyyy/mm/dd): **2018/09/28**
Time of Incident: **1:00 PM**
When Shift Begins: **N/A**
Campus: **Seattle**
Incident Location/Parking Lot: **BENSON HALL**
Room: **220**
Other: 

Incident Details:

While cleaning the cryostat equipment after use, I forgot to take out the razor blade and cut myself while cleaning the equipment.

Attachment: **No**

**Supervisor**

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<tr>
<td>Nance</td>
<td>Elizabeth</td>
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<tr>
<td>+1 206 543-2216</td>
<td><a href="mailto:eanance@uw.edu">eanance@uw.edu</a></td>
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</table>

Occupation/Position: **ASSISTANT PROFESSOR**
Department: **ENG: Chemical Engineering**

**Classification**

Level 1: Injury requiring first aid,

**Type of Incident**

Injury Description: **Cut, Laceration, Puncture, Scratch, Abrasion (Open Wound), Pain, Irritation, Inflammation, Swelling**,

Body Parts Affected: **Fingers**,

Cause of Injury or Damage: **Needles, Medical Sharps, Scalpels, etc. (Clinical, Research, Teaching)**,

**Possible Causes**

Equipment: **Using Equipment Improperly**,

Environment: **Sharp Objects**,

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

Human Factors: **Failure to Follow Established Protocol/Procedures**,

**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.)

The student had returned from a summer internship and was re-engaging with the cryosectioning technique. The student indicated that he was out of practice, and had not stayed aware of where the blade was relative to his hand location while moving samples in and out of the cryostat. After receiving the cut, he followed all appropriate safety measures and reporting, including immediately messaging me to let me know the incident happened.

Recommendations/Preventive Measures:
Immediately after the cut happened, the student flushed the wound for 10 minutes under running water, and washed with warm water and soap, then applied aseptic ointment and bandaged the cut. He and I then spoke to go over the safety procedures with sharps, and the level of caution and awareness to have when his hands on in the cryostat with a blade present. We reviewed the use of the safety bar to cover the blade when he is exchanging samples from the mount, so as to minimize having his hand come in contact with the blade.

Corrective Actions Target Date (yyyy/mm/dd): 2018/09/28
Corrective Actions Complete Date (yyyy/mm/dd): 2018/09/28

Other Comments:
and his grad student supervisor immediately notified me of the incident, which allowed me to address corrective action on the afternoon of 9/28.

EHS Review

Last Name:  
First Name:  
Phone Number:  
Email:  
Occupation/Position:  
Department:  
Comments:  

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

## September 12, 2018 Meeting Minutes | 1:00 pm - 2:30 pm | Harborview Medical Center Room 111/112

<table>
<thead>
<tr>
<th>Elected Members (HSC Group)</th>
<th>Appointed Members (HSC Group)</th>
<th>Environmental Health &amp; Safety (EH&amp;S) Staff</th>
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<tbody>
<tr>
<td>Leslie Anderson, Co-Chair (1)</td>
<td>Paul Zuchowski (3)</td>
<td>Jude Van Buren</td>
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<tr>
<td>Fieta Robinson (1)</td>
<td>Katie Beth (3) alternate</td>
<td>Denise Bender</td>
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<td>X Ryan Hawkinson (1) alternate</td>
<td>X Liz Kindred, Co-Chair (5)</td>
<td>X Manisha Konnur</td>
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<td>Sterling Luke (2)</td>
<td>Nicole Sanderson (7)</td>
<td>X Emma Corell</td>
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<td>Michelle Mazzei (2)</td>
<td>David Zuckerman (10)</td>
<td>X Angelina Haggard</td>
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<td>X Beth Hammermeister (4)</td>
<td>X Sonia Honeydew (9)</td>
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<td>Carol Harvey (4)</td>
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<td>X Ann Aumann (5)</td>
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<td>X Natassia Stelmaszek (6)</td>
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<td>Beth Ramage (6)</td>
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<td>Kelly Carter-Lynn (7)</td>
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<td>X David Hirschberg (8)</td>
<td>X Adam Geoffroy (7)</td>
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<td>X Hannah Wilson (8)</td>
<td>X Brad Assay (5)</td>
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<td>Kameron Harmon (9)</td>
<td>X Stephen Lundgren (5)</td>
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<td>X David Warren (10)</td>
<td>X Mary Dirksen (5)</td>
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<tr>
<td>X Lesley Colby (Faculty Senate)</td>
<td>X Kara McDermott (1)</td>
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**Labor Union Representation**

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<th>Ex-Officio Members</th>
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<tbody>
<tr>
<td>Paula Lukaszek, WFSE Local 1488</td>
<td>Tracey Mosier, Facilities Services</td>
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<tr>
<td></td>
<td>Felicia Foster, Atty General's Office</td>
</tr>
<tr>
<td>X Christine Kang, Graduate &amp; Professional Student Senate (GPSS), UAW 4121</td>
<td>Chris Pennington, Facilities Services</td>
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<td>Lt. Chris Jaross, UWPD</td>
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<tr>
<td>Vacant, SEIU Local 1199</td>
<td>Steve Charvat, Emergency Management</td>
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<td>Chief John Vinson, UWPD</td>
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<td>Eli King, Emergency Management</td>
<td>Vacant, Transportation Services</td>
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<td>Ken Nielsen Claims Services</td>
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<td>Megan Levy, Emergency Management</td>
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<tr>
<td>Rick Gleason, DEOHS</td>
<td>Vacant, Capital Planning &amp; Development</td>
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*X= Present at meeting (quorum = 12 elected and appointed members)
Agenda

1. **Call to Order and Introductions**: Liz Kindred called the meeting to order at 1:00 p.m. Emma Corell introduced Manisha Konnur, the new Health & Safety Program Coordinator. Christine Kang is the new representative for the UAW 4121.

2. **Stop the Bleed Program Overview**: Maria Paulsen presented on ‘Stop the Bleed’ campaign. She elaborated on the importance of proper use of tourniquets and how to stop an individual from bleeding out, by demonstrating the appropriate technique to use a tourniquet. HMC offers free 2 hour Stop the Bleed courses to all staff and the general public, see [www.stopthebleedwa.org](http://www.stopthebleedwa.org) for more information.

3. **Approval of August Meeting Minutes**: Beth Hammermeister is an elected member. The August meeting minutes were approved as amended.

4. **Harborview Overview**: Liz Kindred gave a presentation on Overview of Harborview Medical Center, hospital structure, patient emphasis and employee safety initiatives, which was then followed by a quick Emma Corell gave an update on L&I inspections.

5. **Walk to View Park Adjacent to Helipad**: Liz Kindred took the U-wide members for a tour to the Helipad and around the Harborview Medical Center.

6. **Adjourn**: Liz Kindred adjourned the meeting at 2:18 p.m.
University-Wide (U-Wide) Health and Safety Committee Meeting Agenda
October 10, 2018
1:00 p.m. – 2:30 p.m.

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:
  Katia Harb, Denise Bender, Emma Corell, Angie Haggard and Manisha Konnur

<table>
<thead>
<tr>
<th>Agenda Items</th>
<th>Persons Responsible</th>
<th>Process</th>
<th>Time</th>
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<tbody>
<tr>
<td>Call to Order and Introductions</td>
<td>Leslie Anderson, Co-Chair</td>
<td>Robert’s Rules of Order</td>
<td>5 min</td>
</tr>
<tr>
<td>Approve September Meeting Minutes</td>
<td>Committee Members</td>
<td>Robert’s Rules of Order</td>
<td>5 min</td>
</tr>
<tr>
<td>National BioSafety Month</td>
<td>Zara Llewellyn, EH&amp;S Biological Safety Manager</td>
<td>Presentation</td>
<td>10 min</td>
</tr>
<tr>
<td>Organizational Group Reports*</td>
<td>Committee Members</td>
<td>Discussion</td>
<td>30 min</td>
</tr>
<tr>
<td>EH&amp;S Reports</td>
<td>Katia Harb, EH&amp;S Updates Denise Bender, WA Labor &amp; Industries Update Angie Haggard, OARS Reports Overview</td>
<td>Discussion</td>
<td>20 min</td>
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<tr>
<td>Union and Ex Officio Reports</td>
<td>Union Representatives and Ex-Officio’s</td>
<td>Discussion</td>
<td>10 min</td>
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<tr>
<td>Good of the Order</td>
<td>Committee Members</td>
<td>Discussion</td>
<td>5 min</td>
</tr>
<tr>
<td>Adjourn</td>
<td>Leslie Anderson, Co-Chair</td>
<td>Robert’s Rules of Order</td>
<td>5 min</td>
</tr>
</tbody>
</table>

*Organizational Group Reports include topics covered at their most recent meeting

Please send ideas for agenda items to the U-Wide Co-Chairs (Leslie Anderson and Liz Kindred) at least 2 weeks prior to our meetings.