

Agenda – March 25, 2019
Group 9 (College of Engineering) Health and Safety Committee

1. Attending

Eliot George for Fiona Spencer, AA
Colleen Irvin, BioE
Sean Yeung, CEE
Kristine Parra for Michael Pomfret, CEI
Kameron Harmon, ChemE
S. Honeydew or M. Glidden, CoE DO
Sophie Ostlund, CSE
John Young, EE

Angie Haggard, EH&S
Stacia Green, HCDE
Sheila Prusa, ISE
Bill Kuykendall, ME
Chris Adams, MoES/NanoES
Tatyana Galenko, MSE
Darick Baker, WNF

2. Previous Meeting Minutes

- Feb 2018 – approve? Corrections/additions?
- Previous meeting minutes are posted at <https://www.engr.washington.edu/mycoe/safety#>

3. Department Incident Reports (use “5 Why’s” analysis for one report)

- ME @ EGA – coolant sprayed in face (Feb)
- Collab Core WCET @ Bowman – capped bottle of piranha waste found (Feb)
- ChemE @ Benson – fire in fume hood (Feb)

4. Group Business

- Laundry service provider change
- Follow-up from EH&S Executive Sponsor meeting 3/14
- Safety aspect of ABET’s BS program accreditation this Autumn (all depts except HCDE)
- Update from UWPD’s Building Safety Task Force
- Update from Facilities’ Building Coordinator Guiding Coalition (BCGC)
- Update from UWEM’s Resilience Work Group, re: BARC/Husky Ready

5. UW-Wide Meeting

- Jan minutes attached
- Feb agenda attached. Highlights:
 - Caroline Shelton of Youth Programs has new [website](#)
 - Group 4 compared/contrasted how each dept onboards for safety
 - UWPD notes: Storm basketball at our arena for 13 games
 - King Co. Worker Memorial Day 4/24 11:30am at HUB
 - UWEM reviewed historic snow impact Feb 2019
 - APP annual update (Emma)
 - Lab Safety Task Force – Provost assembled team. They have 1.5 months to recommend UW policy for (non-clinical, non-teaching) research safety.
 - EH&S hiring updates – Adrian Santos gone, Scott Nelson and Diana Zumba covering while position posted this month. Industrial Hygienist vacancy so redo recruitment? EH&S Director position posted.
 - Consolidated Laundry closes at end of March; UW Procurement has potential vendor that can cover disparate lab locations. Info session 3/15.

6. Department Updates

Next Meeting: April 29th at 3pm, in Loew 355

DRAFT Meeting Minutes

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

Meeting Date: Feb 25, 2019

Attended

Eliot George for Fiona Spencer, AA
Colleen Irvin, BioE
Kameron Harmon, ChemE
J. Sean Yeung, CEE
Michael Pomfret, CEI
Sophie Ostlund, CSE
Sonia Honeydew, DO

John Young, EE
Jane Skau for Stacia Green, HCDE
Neelu Rajvanshi for Sheila Prusa, ISE
Bill Kuykendall, ME
Chris Adams, MoIES/NanoES
Tatyana Galenko, MSE
Darick Baker, WNF

Absent

Angie Haggard, EH&S

Previous Meeting Minutes

- Jan 2019 – draft approved
- Previous meeting minutes are at: <https://www.engr.washington.edu/mycoe/safety#>

Incident Reports

- MSE @ Wilcox – neck/chin splashed with base bath (Dec). Six whys: Contaminated because water bounced off glove, because spray flow increased, because bumped sink handle, because fell forward, because sudden pain, because hip dysplasia. Typical high-flow device at lab sinks. Lab sink handles – pull to activate or twist knob? Good follow-up (timed rinsing, consulted MSDS, removed nozzle adapter to reduce flow potential).
- WNF @ Fluke – near-miss silane gas exposure during planned maintenance (Jan). Now that know backflow is possible, will LOTO all pyrophoric gas delivery in new SOP for pyrophoric exhaust line work. EH&S gave LOTO talk. Lab will add valves to the tools so can exhaust them. The evacuation that resulted from the hazardous gas alarm was successful (Simplex vendor monitors HPM). Lab still working with EH&S on new SOP for exhaust work.

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

- WNF @ Fluke – near-miss ammonia gas exposure during new equipment setup (Jan). New tool plumbed by contractors, with no shut-off valves on ammonia lines. Vendor didn't realize ammonia line had already been leak-checked, then charged by WNF and opened valve in tool. Gas flowed into tool but were leak checking at time so vented into room. SOP being developed with EH&S in parallel to some other SOPs for maintenance activities. SOP for new gas lines to address LOTO and clear communication/signage of line status. Idea: a BioE lab created a mini safety training for vendors, which became protocol for all vendors there – ask Colleen if want info.
- AA @ AERB – possible reaction to water from drinking fountain (Jan). Group 9 asked EH&S about Legionnaires Disease, but the EH&S focus sheet indicates it would be contracted through mists/vapors (e.g. HVAC) rather than drinking water. The building coordinator does not find maintenance needed. EH&S checked the fountain and could find no odor, taste, or color indicating a need for extra testing (county water is routinely tested for coliforms). Building Coordinator will listen for any additional complaints that would trigger water testing at the cost of the department. Group 9 wonders about filters at fountains; MEB fountains have filters but we don't know how often changed. CEE Sean believes their filters changed only when ask. AA Eliot doesn't think there are filters on AERB fountains.

Group Business

- PAB Tower elevator incident follow-up – investigation shows there could *not* have been an elevator free fall, just a hard stop. Building coordinator will work with elevator shop and FOMS on improved call response and communications with UWPD, since UWPD did not tell FOMS details from the occupant's call via elevator phone. Due to miscommunication, occupant held elevator door open for a long time to protect other users from using what was thought to be a faulty elevator; this is what probably caused subsequent pain in arm. Overall, need better communication on which elevator issues have been fixed, which have not, and the expected timeline. Elevator techs should have flashlights, and departments might consider adding flashlights to their emergency or First Aid kits. Note: Emergency Management can identify bulk discounts for disaster/emergency kits.
- Community Emergency Response Training (CERT training) is not back at Seattle campus but may be available at Bothell and definitely available through counties. <https://www.ready.gov/community-emergency-response-team>

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

- UWPD Safety Info document – In response to a Group 4 concern about security messaging, specifically securing keys and locking unoccupied offices, UWPD shared a set of PPT slides as a PDF that building coordinators could post or email occupants. BCGC plans to share it with BCs in combination with additional resources. Added to Group 9 shared drive.
- Update from UWPD's Building Safety Task Force – nothing to report
- Update from Facilities' Building Coordinator Guiding Coalition (BCGC) – starting edits / recommended updates to APS 13.4 (on Group 9 drive, under Resources). Then will build resources for BC's, develop BC template checklist(s), and strategize breakout categories for Quarterly BC Forums.
- Update from UWEM's Resilience Work Group, re: BARC/Husky Ready – next quarterly meeting March 5th. Snow days showed challenge to academic continuity. Megan Levy is looking at Cornell's Academic Continuity Planning Guide, and would like input as she designs a guidance template for the academic continuity portion of Husky Ready. BioE instructors Alyssa or Chris? MoES/NanoES' advisor Paul? Sonia post Cornell document on Group 9 shared drive.
- Group 9's Executive Sponsor meeting with EH&S is March 14th. Do we have points to add to the conversation? Accomplishments we're proud of? Concerns or suggestions? News? Specific support wanted? Nothing additional.

UW-Wide Meeting

- Jan minutes in packet.
- Feb agenda attached. Highlights:
 - Group Reports – Group 3: N22 mobility impaired parking lot renovation this summer will block Stevens for several weeks; Group 4: 100-200 doors propped open daily; Group 5: in-house formalin training; Group 6: concerns about Facilities low staffing levels leading to safety issues
 - OSHA 300A Summaries (reminder: must post Feb-Apr)
 - EH&S Executive Sponsor meetings start in early March
 - Provost forming Lab Safety Taskforce now. Will have a few months to create committee and create policy on lab safety (EH&S included).
 - Bridge (learning management system) – EH&S trainings will be gradually moved to Bridge. First vendor courses from SafetySmart, then instructor-led course reg. Over next 3 years upgrade in-house EH&S courses into "Articulate," which will enhance visual display of in-house training. UWIT managing Bridge contract (EH&S add some \$). Not incorporating WorkDay info (e.g. job title) yet, so supervisors must still point employees to needed training.

DRAFT Meeting Minutes

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

- Inclement weather – President’s statement clarified protocol to report unsafe conditions (careteam@uw, 5-1900); 10 OARS S/T/F incidents reported so far.

Department Updates

- HCDE – protocol for access to mechanical space? Occupants should not have access. What about Sieg basement? That is ramp access to classroom 134.
- MoIES/NanoES – Chris researched compliance on allowing service dog *trainees* in campus buildings (at discretion of BC) – ask Chris if any questions.
- D.O. – Remind labs to update contacts on Lab Caution Signs (posted outside lab doors). These are printed via MyChem.

Next Meeting

- Mar 25th 2018 at 3pm, in Loew 355



University of Washington Accident / Incident Report

Report Number: 2019-02-003

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: McQuaide	First Name: Eamon
Phone: +1 206 383-0875	Email: eamonm@uw.edu
Occupation/Position: RESEARCH SCIENTIST/ENGINEER 3	Department: ENG: Mechanical Engineering-Staff
Date Reported (yyyy/mm/dd): 2019/02/01	Time of Reporting: 10:04 AM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone:	Email:
Occupation/Position: Undergraduate Student	Department:
Person was in Paid Position: No	

Incident Details

Date of Incident (yyyy/mm/dd): 2019/01/31	Time of Incident: 1:30 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: ENGINEERING ANNEX	
Room: EGA116	Other:	

Incident Details:

[REDACTED] was adjusting the flood coolant nozzle on the lathe, and sprayed himself in the face. He was wearing eye protection at the time, and the coolant is a non-hazardous water and mineral oil emulsion. He walked to the emergency eyewash station in the EGA100 hallway after asking us if we recommended it, and washed his eyes out. He had to wait for the station to run for about 30 seconds to clear rusty water coming out of it.

Attachment: **No**

Supervisor

Last Name: McQuaide	First Name: Eamon
Phone: +1 206 383-0875	Email: eamonm@uw.edu
Occupation/Position: RESEARCH SCIENTIST/ENGINEER 3	Department: ENG: Mechanical Engineering-Staff

Classification

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

Type of Incident

Injury Description: **None,**

Body Parts Affected: **Face, Eyes,**

Cause of Injury or Damage: **None,**

Possible Causes

Equipment: **Other,**

Environment: **Other,**

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

Human Factors: **Inattention,**

Suggested corrective action by the affected party

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

make sure coolant nozzle is pointed away from you when coolant is turned on.

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.)

coolant nozzle is adjusted by hand.

Recommendations/Preventive Measures:

point coolant nozzle away from you when coolant is turned on.

Corrective Actions Target Date (yyyy/mm/dd):
2019/02/01

Corrective Actions Complete Date (yyyy/mm/dd):
2019/02/01

Other Comments:

EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:



University of Washington Accident / Incident Report

Report Number: 2019-02-031

Contact EH&S at 206-543-7388

Person Reporting Incident		
Last Name: [REDACTED]	First Name: [REDACTED]	
Phone:	Email: [REDACTED]	
Occupation/Position: RESEARCH SCIENTIST/ENGINEER 2	Department: ENG: Collaboration Core - WCET Staff	
Date Reported(yyyy/mm/dd): 2019/02/08	Time of Reporting: 11:04 AM	
Person Involved or Affected		
Last Name: [REDACTED]	First Name: [REDACTED]	
Phone:	Email: [REDACTED]	
Occupation/Position: RESEARCH SCIENTIST/ENGINEER 2	Department: ENG: Collaboration Core - WCET Staff	
Incident Details		
Date of Incident(yyyy/mm/dd): 2019/02/07	Time of Incident: 8:00 AM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: BOWMAN BUILDING	
Room: 112	Other:	
Incident Details:		
<p>Washington Clean Energy Testbeds staff found a capped bottle labeled "Piranha Waste" in a fume hood cabinet. Staff, knowing that a capped piranha bottle could be under pressure and potentially explode, loosened the cap and heard the sound of escaping gases. Capping bottles containing piranha, and failure to neutralize piranha within the working day, is strictly forbidden by the SOP in place at the Testbeds. Reporting as a near miss.</p>		
Attachment: No		
Supervisor		
Last Name: Pomfret	First Name: Michael	
Phone: +1 206 685-6833	Email: mpomfret@uw.edu	
Occupation/Position: ASSISTANT DIRECTOR OF OPERATIONS	Department: ENG: Collaboration Core - WCET 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: None,		
Possible Causes		
Equipment:		
Environment: Chemicals,		
Policies / Procedures: Failure to Follow Procedures,		
Human Factors: Failure to Follow Established Protocol/Procedures,		
Suggested corrective action by the affected party		

The user responsible for the improperly stored chemical has been notified and reminded of the SOP details in place that prohibit the circumstances in which this incident can occur. Staff is working directly with responsible user to ensure SOP is being followed.

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 user ran out of sodium hydroxide that he was using to neutralize the piranha solution. Rather than seek staff or use the stock supply of sodium bicarbonate, the user capped the bottle and planned to return with more sodium hydroxide to continue the neutralization. This is a direct violation of the Testbeds piranha SOP. Testbeds staff provided user and buddy with a detailed piranha SOP and both returned signed copies, suggesting that they read the SOP. However, the user and his buddy violated the following parts of the SOP: 1. They did not have a copy of the SOP with them for reference. 2. They did not neutralize the piranha as soon as they were done with it. 3. They created and stored piranha waste.

Recommendations/Preventive Measures:

The Testbeds have made the following changes in response: 1. SOP updated to state that piranha is to be neutralized as soon as it is no longer in use and no later than the same day it was made. 2. All lab users planning to use piranha must attend an in-person training in addition to returning a signed copy of the SOP prior to being authorized to use piranha in the lab. 3. Vented bottle caps have been purchased as a safeguard against incomplete neutralization and improper storage.

Corrective Actions Target Date (yyyy/mm/dd):
2019/02/14

Corrective Actions Complete Date (yyyy/mm/dd):
2019/02/13

Other Comments:

Tracy Harvey and Alex Hagen were consulted on corrective actions, recommending the responses that were implemented.

EHS Review

Last Name:Haggard	First Name:Angelina M	Phone Number:+1 206 616-3442	Email:ahaggard@uw.edu
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Occupation/Position:

Department:

Comments:2/8/19 forwarded to Scott Nelson and Tracey Harvey - Angie Haggard



University of Washington Accident / Incident Report

Report Number: 2019-02-070

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: [REDACTED]	Email: [REDACTED]
Occupation/Position: UNDERGRADUATE STUDENT	Department: Unspecified
Date Reported (yyyy/mm/dd): 2019/02/19	Time of Reporting: 01:57 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: [REDACTED]	Email: [REDACTED]
Occupation/Position: UNDERGRADUATE STUDENT	Department: ENG: Chemical Engineering

Incident Details

Date of Incident (yyyy/mm/dd): 2019/02/19	Time of Incident: 1:15 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: BENSON HALL	
Room: 205	Other:	

Incident Details:

A sample was dried with a Bunsen burner. The crucible holding the sample cracked and spilled on the gas hose. This caused a fire in the fume hood that was put out with a fire extinguisher.

Attachment: No

Supervisor

Last Name: Berg	First Name: John
Phone: +1 206 543-2029	Email: spc@uw.edu
Occupation/Position: PROFESSOR	Department: ENG: Chemical Engineering-Faculty

Classification

Level 2:
Fire or Explosion,

Type of Incident

Injury Description: None,

Body Parts Affected: None,

Cause of Injury or Damage: None,

Possible Causes

Equipment:

Environment: Fire, Explosion,

Policies / Procedures:

Human Factors:

Suggested corrective action by the affected party

Retake fire safety training.

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.)

Drying should have been done using an oven rather than a Bunsen burner.

Recommendations/Preventive Measures:

In the future, sample drying will be done in an oven, and the Bunsen burner will not be used.

Corrective Actions Target Date (yyyy/mm/dd):
2019/02/18

Corrective Actions Complete Date (yyyy/mm/dd):
2019/02/18

Other Comments:

Student was instructed not to use the Bunsen burner for sample drying.

Second Higher Authority Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:

EHS Review

Last Name:**Haggard**

First Name:**Angelina M**

Phone Number:**+1 206 616-3442**

Email:**ahaggard@uw.edu**

Occupation/Position:

Department:

Comments:

Agenda

1. **Call to Order**
2. **Approval of January Meeting Minutes**
3. **Organizational Group Reports**
4. **Union Reports**
5. **Ex-Officio Reports**
6. **EH&S Updates and L&I Updates**
7. **Open Discussion**
8. **Adjourn**

Recorded by Manisha Konnur

1. **Call to Order:** Liz Kindred called the meeting to order at 1:01 pm.
2. **Approval of January Meeting Minutes:** There was no quorum.
3. **Organizational Group Reports**

Health and Safety Committee 4 members Steve Riggs and Alyshia Joselyn introduced themselves to the committee.

- a. **HSC 1:** Ryan Hawkinson reported HSC 1 meeting was cancelled.
- b. **HSC 2:** There was no one present from HSC 2.
- c. **HSC 3:** Paul Zuchowski reported for HSC 3. The group reviewed the OARS reports. Paul mentioned the N22 lot is being renovated and there will be trucks and digging around the area, which might cause mobility issues and inconvenience.
- d. **HSC 4:** Carol Harvey provided updates for HSC 4. The group reviewed the OARS reports, reviewed the roster from the website and approved the November meeting minutes. Carol informed the committee that about 104 doors are propped open daily.
- e. **HSC 5:** Liz Kindred reported for HSC 5. Angelina Haggard presented on root cause analysis. Liz mentioned the group talked about the Formalin spill incident. The staff debriefed about the incident and got re-trained. Liz also reported another incident where an employee got injured pushing the patient into the elevator because the wheels of the gurney got stuck. She mentioned the annual report was reviewed by the group and asked for feedback. Katia Harb asked Liz if there is a general in-house training regarding 'formaldehyde safety'. Liz mentioned Department of Pathology does their own annual training.
- f. **HSC 6:** Natassia Stelmaszek reported for HSC 6. The group met and reviewed the OARS reports. Natassia mentioned the Arts building drain has been clogged. She also mentioned that the north campus has only one plumber,

which is not enough and it might lead to more safety issues in the future.

Tracey Mosier said she will bring up the issue in the FS Safety Team meeting.

- g. HSC 7:** There was no one present from HSC 7.
 - h. HSC 8:** There was no one present from HSC 8.
 - i. HSC 9:** Sonia Honeydew reported for HSC 9. The group met and reviewed the OARS reports. She mentioned the physics elevator incident and noted that the elevator's emergency kit needs to be updated, elevator phone operators need to be re-trained and there needs to be better communication with UWPD. Sonia asked if the other department's elevator kits were updated and found out that some kits lacked flashlights. Sonia also talked about the incident involving someone throwing a pipe at the Bioengineering building. There have been no OARS report yet. They are making sure the retention policy is updated and are looking at the security cameras. Sonia also addressed the security concerns about hanging keys by the door and encouraged everyone to be safe and lock their doors when they are away from their desk.
 - j. HSC 10:** David Warren provided updates for HSC 10. The group reviewed OARS reports. David reported the UW Botanical Gardens has been damaged because of the snow-storm. He also mentioned Dean Lisa Graumlich discussed the job description of the building coordinators.
- 4. Union Reports:** No updates.
 - 5. Ex-Officio Reports:** No updates.
 - 6. EH&S Updates:**

Katia Harb addressed the snow storm and mentioned EHS published the 'Advisory Report' on the UW-EH&S webpage. She reported about 10 OARS reports were submitted regarding snowy and icy conditions. She appreciated everyone working through the storm, coordinating and communicating with the facilities. Katia directed everyone to the Customer Care Team number 206.985.1900. Katia reported Executive Sponsor meetings will start early March and encouraged everyone to check the rosters since that'll be mentioned in the packets. Katia also asked everyone if they would like anything specific to be discussed in these meetings.

Katia talked about the Northwest Hospital integration with UWMC. Katia also mentioned the Laboratory Safety task force. The team would be assembled by the Provost and EH&S would be part of the task force, along with faculty and a student representative.

Emma Corell gave the L&I updates. The violation was vacated for last year's good faith asbestos survey inspection at UW Tacoma. The Laurel Village and Pioneer Square cases were closed without violations.

Emma also reported the EH&S trainings are moved to Bridge Learning Management System. EH&S has also purchased a new product called 'Articulate' and over the next three years, in-house trainings would be moved to Bridge. Sonia Honeydew asked if departments can create their own trainings and upload it on Bridge. Liz Kindred also asked if employees can enter their job code and get a list of trainings they need to complete. Emma mentioned Bridge isn't connected to Workday and since the job descriptions are complicated in the UW system, it's difficult to generate a list of courses needed for an employee based on their position or job code.

7. Open Discussion:

Steve Riggs addressed the Hall Health break-in and encouraged everyone to be vigilant. He also mentioned Mike Sletten would be a good resource to contact for security purpose.

Scott Nelson mentioned Adrian Santos' departure from UW-EHS and will be posting for 'Fire Safety Specialist' soon.

8. Adjourn: Liz Kindred adjourned the meeting at 1:50pm.

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

March 13, 2019

1:00 – 2:30 PM

[William H. Foege Bldg. N-130A](#)

Agenda Item	Lead	Process	Time
Call to Order	Leslie Anderson	Robert's Rules of Order	
Approval of Meeting Minutes	Leslie Anderson	Robert's Rules of Order	5 min
Campus Visits	Committee Members	Discussion	5 min
Organizational Group Reports*	Committee Members	Discussion	20 min
Union Reports	Union Representatives	Discussion	10 min
Ex-Officio Reports	Ex-Officio Members - UW Emergency Management, Debrief after suspended operations	Discussion	15 min
EH&S and L&I Updates	EH&S Updates: - Accident Prevention Plan – Emma - Hiring Updates - Executive Sponsor Updates	Discussion	30 min
Open Discussion	Leslie Anderson	Discussion	10 min
Adjourn	Leslie Anderson	Robert's Rules of Order	

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

Please send ideas for agenda items to the co-chairs Leslie Anderson and Liz Kindred at least 2 weeks prior to our meetings.