

Agenda – July 28, 2020
Group 9 (College of Engineering) Health and Safety Committee

1. Attending

Michael Domar or Rachel Reichert, AA
Colleen Irvin, BioE
Sean Yeung or Michael Brett, CEE
Michael Pomfret, CEI
Kameron Harmon, ChemE
S. Honeydew or M. Glidden, CoE DO
Alex Lefort or Adrian dela Cruz, CSE
Mike Kane or Bill Lynes, ECE

Andreea Minea or Erin McKeown, EH&S
Stacia Green, HCDE
Sheila Prusa or Neelu Rajvanshi, ISE
Svenja Fleischer or Bill Kuykendall, ME
John Young or M. Weaver, MoIES/NanoES
Tatyana Galenko, MSE
N. Shane Patrick or Maria Huffman, WNF

2. Previous Meeting Minutes

- June 2020 – approve? Corrections/additions?
- Previous meeting minutes are posted at <https://www.engr.washington.edu/mycoe/safety#> and should be on each department/group's safety bulletin board.

3. Department Incident Reports (use "5 Why's" analysis for one report)

- MSE @ MoIES – near miss: overpressurized autoclave with chemical reaction (Jun)

4. Group Business

- discuss coordinating Building Readiness Guidelines and Site Prevention Plan checklists

5. UW-Wide Meeting

- June minutes attached
- July agenda attached. Highlights:
 - EH&S supported KCPH response to frat row outbreak by tracking numbers, creating a pop-up testing site, working with the Office of Frat/Sor, and coordinating a debriefing. Planning education campaign for young adults.
 - EH&S has 90-minute webinars for supervisors, Administrators, and COVID Site Supervisors who are working on their Phase 2 Return to Work plans.
 - Evolving 6/29 [Building Readiness Guidelines](#) describe BC & occupant responsibilities.
 - Since Custodial Services needs to know reoccupancy info to plan cleaning, Facilities hopes to create a spreadsheet of estimated building reoccupancy by phase. Academic Technologies will tell Facilities and should tell BCs about *central classroom* occupancy. BCs or Site Supervisors should advise Facilities of room and time occupancy info for *other spaces*, via Customer Care or custodial supervisor.
 - Facilities is not dictating restroom occupancy limits; decide that locally and BC post sign on door. If single-occupant, make "occupied" sign for door.
 - Custodial Services deep cleaned academic spaces, then work areas, now addressing special projects before Fall Qtr. Occupants must disinfect their own offices; CS only vacuums once a week. CS cleans classrooms and break/copy/mailrooms once a day; additional iterations by occupants.
 - Facilities is checking each building's systems operations, flushing water and replacing HVAC filters as needed, and installing plexiglass barriers (see [form](#)).
 - Pre-COVID, the city mandated a 20-point HVAC building retune to save money. After those, Facilities makes COVID prevention HVAC adjustments where can. Please submit Work Orders for any HVAC issues as settings may have changed.

- State is looking at PPE types and stockpiles as prepare for second wave. UWEM is preparing to respond to future campus hotspots with pop-up testing/immunization.
- Building visitor policy and log under development.
- Purchasing's catalyst survey for supplier/vendor self-attestations is live.
- UW is creating guidance for summer/fall Events planning.
- Common questions: (1) Can face shields replace face coverings? No. (2) Are face coverings required in shared cubicle areas? Yes, anytime not a full wall.

6. Member Updates

Next Meeting: August 25th at 2pm, location TBD (via Zoom)

DRAFT Meeting Minutes

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

Meeting Date: June 30, 2020 (via Zoom)

Clarifications from EH&S after the meeting in red

Attended

Michael Domar, AA
Colleen Irvin, BioE
Sean Yeung, CEE
Michael Pomfret, CEI
Kameron Harmon, ChemE
Sonia Honeydew, CoE DO
Alexander Lefort, CSE
Mike Kane, ECE

Andreea Minea, EH&S
Stacia Green, HCDE
Sheila Prusa, ISE
Svenja Fleischer, ME
John Young, MoIES/NanoES
Tatyana Galenko, MSE
Christine Kang, UAW 4121
N. Shane Patrick, WNF

Absent

Erin McKeown, EH&S

Previous Meeting Minutes

- May 2020 – draft approved as is.
- Previous meeting minutes are at: <https://www.engr.washington.edu/mycoe/safety#>.
EH&S recommends each department/group post paper copies on their safety board and inform employees of the name of their rep; best practice is to post rep name by meeting notes.

Incident Reports

- None for May

Group Business

- Discuss COVID-19 safety concerns and communications
 - People expressed weariness from tracking the constant updates and communicating them to labs, and a wish for one place that had all the latest from EH&S, the Office of Research, the Task Forces, and their own unit and department.

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

- o It was news to some this week that CoE remains in Phase 1, not Phase 2 with the rest of UW, pending submission and approval of the CoE's COVID-19 Prevention Plan and Safe Start Checklist. Units (defined as organizations that report directly to the President or Provost, e.g. CoE) just need to submit the checklist. This brought up a question about whether a lab or department with a completed and approved plan can reopen before the CoE plan/checklist is done. We have not heard if/when the CoE plan/checklist will be done, and in the meantime, labs have been reopening (or in some cases with essential work, never closed). Denise will ask at the ACCD meeting today about this scenario where labs have completed their Office of Research plan or groups have completed a site-specific COVID Prevention plan, while the CoE unit has not yet submitted their checklist. Note that the unit checklist asks for the estimated RTW plan for people (who/when), asks that COVID site supervisors have been identified, and asks that site-specific plans are in place; this means that the lower plans should be developed first! If all plans at levels above you must be approved for the next phase before your lab can go to that phase, please clarify and communicate this.
- o The difference between Phase 1 and 2 is that in Phase 2 non-critical personnel may return onsite if work can be performed safely AND is necessary to maintain unit operations. In-person gatherings allowed if necessary, with no more than five people. While the Governor's orders specify *social* gatherings of no more than 5, for *work* we follow DOSH L&I rules that allow up to 10 people in meetings or training, including the instructor, as long as they remain 6' apart and wear face coverings. Lab and practicum courses are allowed in person with physical distancing and safety protocols. We noted that " *necessary to maintain critical operations*" has, after this many months of delay, started to include research that is a critical step to meet a funding (e.g. grant) deadline. This can be widely interpreted and it seems to be up to Chairs and Directors to decide how to balance requests for reoccupancy against safe occupancy limits.
- o With what funds should Building Coordinators provide PPE in shared areas, when there are other groups (outside that of the Building Coordinator) using that space? For buildings with multiple departments, who foots the bill for shared COVID prevention resources? This is particularly challenging when departments are spread across multiple locations and the shared space has fallen off their radar. Departments are responsible for providing masks for their employees, but they may forget their far-flung employees.

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- People asked when Facilities will send Building Coordinators the checklist associated with the [Building Readiness Guidelines](#). We don't know, but soon. It was noted that those guidelines call for a weekly flush of eyewashes, by BC's in public areas and PI's in labs. If PI's can't get onsite to do that, they should advise Facilities.
- ECE has asked Mike Kane how classrooms will be cleaned, whether peoples' temperatures will be taken at the door of buildings, how building HVAC will be adjusted, and how PPE will be provided for students. **Please feel free to email the main EH&S address with COVID questions like these. As for classroom cleaning, it is still being worked out. Academic Technologies is currently working on the spacing/capacity and is getting confirmation from Custodial Services on the cleaning plans.**
- **Note that you can use the EH&S "report a concern" button to anonymously report a lack of compliance with COVID requirements.**
- There is still confusion about the assignment of COVID Site Supervisors. The UW guidelines describe that the unit lead (our Dean) assigns this role, but we haven't heard anything about this yet. Meanwhile BioE and ME assumed that each PI is a Site Supervisor or delegates that role. EH&S has said that "site" can be a building, part of a building, a department, or a lab – whatever collection can be addressed consistently by one COVID Prevention Plan. **CoE could choose to designate each PI (or their designee) as a COVID Site Supervisor. Note also that it is useful to have a backup Site Supervisor designated, since the role should be easy to reach at all times.**
- It was noted that if a group decides to take peoples' temperatures onsite, they handling of the resulting data must conform to recommendations from Employee Health and HR. It was suggested that a touchless thermometer (as available in the Safe and Clean Storefront) can be provided for occupants to use on their own, with no data tracking. **The EH&S [Symptom Monitoring guidance](#) says they do not require or recommend that units take individuals' temperatures onsite at the university. To discuss reasons please contact EH&S.**
- People have had varying experiences with the Safe and Clean Storefront, regarding availability of items and timeliness of delivery.
- Departments request advice on if/when their admin staff need to develop a COVID Prevention Plan for the department level. Many departments' admin staff expect to work from home until Phase 4.

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- Question for EH&S: is there a duration limit for working less than 6' apart (with masks of course) during training? BioE is fielding a plan proposal for ½ of each hour <6'. Andreea believes that if they are wearing masks there is not a time limit. *If a critical activity cannot be done with masked people 6' apart, and they must be <6' (in "close contact"), EH&S recommends no more than 10 minutes (on the conservative side of CDC's limit of 15 minutes) but participants must upgrade from cloth to surgical masks. If beyond that duration, see the [PPE risk table](#) and do a risk assessment for specific PPE recommendations that may include eye covering; also consider the use of barriers.*
- Question for EH&S: is there a special disposal protocol for used (potentially contaminated) masks? Andreea believes there is not. *Andreea is correct – it is just solid trash.*
- Question for EH&S: are undergraduate lab employees not allowed in labs during Phase 1? There are no special rules for UGs; it would be up to the department or lab in their plan, which must be approved. *Go to the Office of Research [website](#) to see restrictions for undergrads, and also talk to your department head. Other than special guidance for travel, field work or human subjects work, if they are critical personnel, it does not matter that they are undergrads. The PI or department may craft their own UG policy. Here is the Office of Research [decision tree](#).* ChemE notes they have 3-4 UGs working in labs right now.
- Safety presentation from CoE Space Summit in February
 - Improve culture of safety by discussing safety regularly.
 - EH&S has two dashboards that allow us to evaluate our safety metrics.
 - Lab Safety Dashboard, populated by 30 key questions from lab safety surveys, shows CoE near the bottom with only AA meeting the goal.
 - 38% of our findings were General Safety Training, Current Chemical Inventory, Written Lab Procedures, or Container Labels.
 - OARS Dashboard, populated by OARS reports, shows our most common injury is cut/puncture/scratch, while causes were a variety.
 - CoE loses very few days to injuries and exceeds timely reporting goals.
 - Support safety in space decisions by designing for safety, budgeting and planning for lab management, addressing the safety challenges of shared spaces, following EH&S best practices for emergency technologies, and reminding occupants not to do UW Facilities' work.
 - Safety resources include EH&S (continually improving guidance), Group 9, UW Safe Campus, UWPD, and UW Emergency Management.
 - Responsibilities for safety are defined in E.O. 55, the APP, the General/Lab/Shop Safety Training Matrices, the UW Lab Safety Responsibility Matrix, and your departmental business continuity plan.

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

UW-Wide Meeting

- May minutes in packet.
- June meeting agenda in packet. Highlights included:
 - Reviewed [UW COVID-19 Prevention Plan for the Workplace](#), including Attachment A, the unit- or site-specific plan template
 - Differentiated between UW's [COVID-19 Safety Training: Back to the Workplace](#) required for all employees before return to campus, and *site-specific* plan training required initially and upon updates.
 - Departments should purchase COVID-19 supplies and must supply face coverings to all employees.
 - New Employee Health Center email for COVID: covidehc@uw.edu
 - Symptom guidance changed, so Workday attestation changed, so paper attestation forms should be updated.
 - If you monitor employee temperatures onsite, work with HR and Employee Health regarding proper records management.
 - Reviewed office ergonomics, including common issues with using a laptop as a primary computer. See Office Ergonomics Evaluation Form [here](#); sample ergonomic equipment at Access Technology Center.
 - New EH&S [Concussion Focus Sheet](#) posted.

Department Updates

- BioE – We are working on a template for labs to submit to the Chair their request for in-person training that must be <6' apart. We would be happy to share this template with other groups when it is complete.
- CEI – We had a positive COVID test at Bowman, called Employee Health, and the process went very well. Employee Health handled contact tracing; luckily there was no contact, due to our strict capacity limits and staggered work schedule. We worked with our property manager and EH&S to get cleaning of workspaces done within five days, and get advice for us to clean the high voltage (dangerous) area where we didn't want to send in cleaners. In the end, we suspect it was a false positive test, as the person remained asymptomatic and had subsequent negative test and negative antibody test.
- CSE – We are finishing plans for the last few labs allowed in during this Phase (only labs that require onsite work) Those with plans are working to stock COVID supplies.

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- ECE – We are planning for Fall, evaluating how conference rooms might be repurposed as classrooms, figuring out capacities with 6' distancing. We would appreciate clear direction on Admin Staff plan.
- HCDE – Jane (BC) is in once a week and works with Custodial Services if a room has been used. Attestations work; a PhD student realized during the attestation that they had a cough a few days before, so they stayed home. Jane is assessing room capacities with social distancing. One faculty member may have to remain in Germany and the department is planning for the possibility they will teach remotely this fall. The Admin and Chair are working on the departmental plan.
- ME – Admin staff are at home, tech staff are onsite, and most labs submitted plans to the Chair and Admin. We had an issue with an exterior door left unlocked two days in a row (panic bar unlocked). We are figuring out shop use and training.
- MSE – Most labs are turning in plans. The Admin staff still needs a plan but needs direction on that. We had a near miss for next month's OARS reports: an experiment went awry and expanded a barrel hydrothermal autoclave reactor. EH&S asked for the COVID plan and found it was approved for the building but not by the department. This sounds like a great example to help clarify common confusion.
- WNF – We formalized our return to work plans, got our training program online (mostly pre-recorded presentations), and Shane is available for zoom chat during training. We are tracking training through our in-house system. We are ready for Phase 2 when CoE is ready. We are dealing with some major facilities issues that will impact us for several months.
- UAW 4121 – Welcome to Christine, UAW 4121 Academic Student Employee rep and grad student in ChemE. She attends the U-wide as well.
- MSE – Question: Can labs jump in to create their first plan for Phase 2 or Phase 3? Or do they need to create a Phase 1 plan first?

Next Meeting

- July 28th, 2020 at 2pm via Zoom



University of Washington Accident / Incident Report

Report Number: 2020-06-005

Contact EH&S at 206-543-7262

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: [REDACTED]	Email: [REDACTED]
Occupation/Position: [REDACTED]	Department: ENG: Materials Science and Engineering - Liu Lab
Date Reported (yyyy/mm/dd): 2020/06/03	Time of Reporting: 01:58 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: [REDACTED]	Email: [REDACTED]
Occupation/Position: [REDACTED]	Department: ENG: Materials Science and Engineering - Liu Lab

Incident Details

Date of Incident (yyyy/mm/dd): 2020/06/02	Time of Incident: 1:30 PM	When Shift Begins: N/A
Campus: Not assigned to Campus	Incident Location/Parking Lot: MOLES - HOFFMAN TRLR	
Room: 240	Other:	

Incident Details:

40 mL of hydrazine hydrate (98%) and 3 grams of MoS₂ powder were placed in an autoclave at 130 Celsius. When checking the progress of the reaction later, it was found that the steel autoclave vessel had expanded and there was corrosion around the lid.

Attachment: **Yes**

Supervisor

Last Name: Liu	First Name: Jun
Phone: +1 509 375-4443	Email: jliuuw1@uw.edu
Occupation/Position: PROFESSOR	Department: ENG: Materials Science and Engineering

Classification

Level 1:
Near miss (No incident occurred but it could have),

Type of Incident

Injury Description: **Property Damage Only,**

Body Parts Affected: **None,**

Cause of Injury or Damage: **Pressure Extreme (High or Low),**

Possible Factors

Equipment: **Defective Material,**

Environment:

Policies / Procedures: **Other,**

Human Factors:

Suggested Corrective Actions to Prevent Reoccurrence

Provide safety training, Undertake hazard assessment, Change/review work procedures,
ON FILE: Affected/Injured Employee's date of birth, gender, date of hire, and hours of employment.

Suggested corrective action by the affected party

Use alternative method to avoid use of hazardous materials. This means using a butyl lithium exfoliation method instead of a hydrothermal expansion.

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 researcher followed a procedure from the literature. This procedure is widely used for making a range of materials. However, the reaction proceeded more rapidly than expected and caused over pressure of the reactor. The likely cause could be related to a high reactivity of the starting material in the powder form. The report in the literature did not specify what forms of the starting materials. The important lesson is that for any experimental work, we not only need to consider the intrinsic risks associated with the chemicals and reactions, we also need to carefully consider the effect of the quantities of the materials, the engineering form, and any other change of experimental conditions that could cause deviation from the expected reactions.

Recommendations/Preventive Measures:

1. Conduct thorough literature research on the effect of experimental conditions on the planned experiments.
2. Reinforce the safety discussion in the weekly group meetings on all projects, discuss detailed experimental plans particularly related to the effect of quantities of materials and the effect of engineering forms.
3. Use alternate synthetic procedures to reduce the potential risks of hazardous materials.

Corrective Actions Target Date (yyyy/mm/dd):
2020/06/12

Corrective Actions Complete Date (yyyy/mm/dd):
2020/06/16

Other Comments:

EHS Review

Last Name: **Harvey**

First Name: **Tracy D**

Phone Number: **+1 206 616-3778**

Email: **tdy@uw.edu**

Occupation/Position:

Department:

Comments: **forwarded to Ellie Wade and Tracy Harvey - MK. I reviewed the process and the lab set up with the PI and CHO. Appropriate changes have been made to prevent this incident in the next experiment. TDH**

U-WIDE HEALTH AND SAFETY COMMITTEE

June 11, 2020 Meeting Minutes | 2:30 p.m. – 4:00 p.m. |

Elected Member*		Appointed Member*		Labor Union Member*	
X	Ryan Hawkinson (1)		Mark Pekarek (2)	X	Ann Aumann, SEIU 925
X	Carmen Parisi (1)		Kurt Oglesby (3)		Paula Lukaszek, WFSE Local 1488
	Erick Rostad (2)	X	Beth Hammermeister (4)	X	Christine Kang, UAW 4121
X	Tony Colinares (3)	X	Liz Kindred, Vice-chair (5)	X	Amanda Clouser, UAW 4121
X	Christine Aker (4)	X	David Zuckerman (10)		Vacant, ASUW
	Michael Sage (5)				
X	Sarah O'Hara (6)				
X	Tamara Leonard (6)				
X	Martin Arroyo (7)				
X	Alexa Russo (7)				
X	Wade Haddaway (8)				Faculty Senate Member*
X	Christopher Barrett (8)			X	Lesley Colby, Comparative Med
X	Sonia Honeydew, Chair (9)				
X	Colleen Irvin (9)				
X	David Warren (10)				
Env Health & Safety Member**		Ex-Officio Member**		Ex-Officio Member**	
X	Katia Harb	X	Susan-Wagshul-Golden, UWT		Vacant, Capital Planning & Dev
X	Denise Bender	X	Chris Pennington, UWF		Felicia Foster, AGO
X	Erin McKeown	X	Tracey Mosier, UWF	X	Nancy Gwin, AGO
X	Andreea Minea	X	Rick Gleason, DEOHS		Lt. Chris Jaross, UWPD
X	Manisha Konnur	X	Steve Charvat, UWF EM		Vacant, Transportation Services
X	Jenna Gravley		Barry Morgan, UWF EM	X	Ken Nielsen, Risk Services
				X	Matt Weber, Director Risk Services
Quorum is 12 or more of voting members X - attended meeting * voting members ** non-voting member					

Agenda

1. Call to Order
2. Attendance/Quorum
3. Approval of May meeting minutes
4. COVID-19
5. Office Ergonomics
6. Organizational group reports
7. Union reports
8. Ex-Officio reports
9. EH&S updates
10. Good of the order
11. Adjourn

Recorded by Manisha Konnur

This meeting was conducted on Zoom to adhere to physical distancing protocols during the COVID-19 pandemic per guidance from the Washington State Department of Health, and the Centers for Disease Control and Prevention.

1. Call to Order

Sonia Honeydew called the meeting to order at 2:32 pm. She announced the meeting was being recorded, asked that attendees mute themselves when not speaking, and described that votes would be conducted by asking those who oppose or abstain to indicate so.

2. Attendance/Quorum

Sonia conducted attendance and quorum was met.

3. Approval of March meeting minutes

May meeting minutes were approved.

4. COVID-19 Update

Katia Harb provided a COVID-19 update. She noted that King County is in modified Phase 1 of Governor Inslee's Safe Start program, and described the process for moving to the next phase. Katia described the Back to the Workplace Task Force's "[UW COVID-19 Prevention Plan for the Workplace](#)", including Attachment A, the unit- or site-specific plan template. She described the site-specific plan submission process and training requirements, and reviewed the six elements of the plan. She relayed the UW requirement for face coverings and summarized public health guidance reminders. Katia differentiated between the UW online training required for all employees before returning on-site ("[COVID-19 Safety Training: Back to the Workplace](#)"), and site-



specific plan training that is required initially and upon plan updates. A copy of the presentation was forwarded to committee members on June 12.

Discussion included:

- the expectation that employees work remotely if possible, and that physical distancing is required through Phase 4
- how departments should purchase COVID-19 supplies (units strategically designate access to the Safe and Clean Storefront; departments pay for supplies),
- departments must supply face coverings to all employees (Facilities supplies to custodians), but employees may bring their own,
- EH&S established a new Employee Health Center email address for COVID related issues and case reporting -- covidehc@uw.edu,
- updated COVID-19 symptom guidance; now recommend testing even if mild symptoms or experienced close contact but have no symptoms. This will change the Workday symptom attestation so users of paper attestation forms should adjust those forms accordingly.
- ongoing efforts between EH&S and Purchasing to verify attestation plans of UW partners, including delivery drivers on campus,
- employees who have already been working on-site should immediately take the UW online COVID-19 training,
- EH&S is not asking or recommending that departments monitor temperatures onsite; but departments that do so must work with HR and Employee Health regarding records management.
- the COVID-19 Resource FAQ page includes testing information, with a link to King County free testing sites. Note that a test the day after potential exposure is inconclusive; wait a few days.

5. Office Ergonomics

Andreea Minea presented on Office Ergonomics. She defined musculoskeletal disorder and how ergonomics works to control the risk factors of repetition, awkward posture, and contact stress. Andreea described work zones at a workstation, then delved into risk factor issues and solutions, including rest break software, and looked at common issues with using a laptop as a primary computer. She shared resources, including the [EH&S Ergonomics page](#) with its link to the Office Ergonomics Evaluation Form (for online self-assessment or requesting on-site evaluation), a poster for office stretches, and mention of the Access Technology Center for sampling ergonomic equipment. A copy of the presentation was forwarded to committee members on June 12. Andreea is available to provide department training upon request.

6. Organizational Group Reports

HSC 1 –Ryan Hawkinson said that HSC-1 met via Zoom this morning (June 11). They didn't have quorum. They reviewed OARS reports, approved last month's meeting minutes, discussed COVID-19 Return to Work and the need for training related to de-escalating potential conflicts surrounding racial tensions.



HSC 2 – Erik Rostad and Mark Pekarek were not present at the meeting today, so Chris Pennington provided the update. She said that HSC-2 met on June 11 and reviewed OARS reports. The committee is beginning to work on a charter.

HSC 3 – Anthony Colinares said HSC-3 met and reviewed OARS reports. They also approved the April meeting minutes.

HSC 4 – Christine Aker and Beth Hammermeister said that HSC-4 met on May 26 and approved April meeting minutes. They reviewed OARS reports, discussed COVID-19 resources on the EH&S website and had a brief discussion on water quality and safety for the buildings. They also discussed the signage for single-occupancy rooms and website links for the chemical hazard communication program. Beth reported that the elevators will have no more than two people at a time. Andreea Minea reviewed resources for 'office ergonomics'. Christine notified the committee of the construction fencing that will be surrounding Health Sciences Building near the Rotunda.

HSC 5 – Liz Kindred said that HSC-5 did not meet in May.

HSC 6 – Sarah O'Hara and Tamara Leonard said that HSC-6 met on May 21 via Zoom, reviewed their single OARS report, and approved the April meeting minutes. They discussed Phase-2 Return to Work policies, including procurement of supplies from Creative Communications, signage, and PPE recommendations. They asked for EH&S' advice on social distancing and disinfecting while using shared restrooms. They also asked EH&S if doors could be propped open to reduce cleaning concerns on high touch surfaces. Denise Bender said EH&S is working on protocols to address these concerns. She indicated some doors can't be propped open due to fire safety code requirements.

HSC 7 – Martin Arroyo and Alexa Russo said that HSC-7 met on June 9 and reviewed May meeting minutes. They discussed COVID-19 resources on the EH&S website and the Governor's four stages of re-opening. They have concerns about running labs safely. They highlighted heat-related injuries and prevention as their safety topic of the month.

HSC 8 – Christopher Barrett said that HSC-8 met last month, had quorum, approved meeting minutes, reviewed University Wide meeting minutes, and reviewed an OARS report.

HSC 9 – Colleen Irvin said that HSC-9 met on May 26 and approved the April meeting minutes. They didn't have any OARS reports to review. They discussed the COVID-19 Back to Work Plans and resources. They heard that labs are overwhelmed with documentation, and request more information about the COVID supervisor role. They reviewed the Walking-Working Surface Checklist.

HSC 10 – David Warren reported that HSC-10 met last month, reviewed OARS reports, and approved meeting minutes. They discussed the U-Wide meeting, and the COVID-19 Return to



Work requirements such as the use of masks when conducting fieldwork. They also discussed ship protocols and self-quarantine requirements. David Zuckerman was appointed as one of two COVID-19 Site Supervisors for UW Botanic Gardens.

Faculty Senate Reports: Lesley Colby did not have any updates.

7. **Union Reports:** Christine Kang and Amanda Clouser had no updates.

8. **Ex-Officio Reports:**

UW Facilities: Chris Pennington said that custodians are reporting back to work next week. UW Facilities will be publishing the UWF COVID-19 Return to Work Plan soon.

Emergency Management: Steve Charvat has been coordinating the EOC virtually since early March. Emergency Management is transitioning to a response recovery stage, and continues to support various committees including the UW's Advisory Committee on Communicable Diseases (ACCD). Steve indicated he is coordinating with the City of Seattle in response to the protests. He indicated that we should be preparing for an active wildfire season in the coming months.

UWPD: Lt. Chris Jaross was not present.

DEOHS: Rick Gleason said he had no updates.

UW Tacoma: Susan Wagshul-Golden said that UWT is coordinating with Pierce County in preparation for a candle-light vigil scheduled for next week. They are expecting a large number of people and politicians at the event.

Attorney General's Office: Nancy Gwin reported that they are working on their return to work plans.

Claims Services: Ken Nielsen had no updates.

9. **L&I updates:** Erin McKeown reported that Labor & Industries (L&I) has opened an investigation into the death of a Harborview healthcare worker following a potential exposure to a COVID-19 positive patient. L&I is currently conducting interviews.

Katia Harb announced that EH&S will be reporting to the President's Office beginning July 1. There will be impacts to the structure of some of the health and safety committees. EH&S is working through the transition and will update the committees as soon as possible.

EH&S has developed their own COVID-19 Prevention Plan.

EH&S is recruiting a Public Health Specialist, Biosafety Manager, and Biosafety Officer.

EH&S posted a focus sheet on concussions. The [Concussion Focus sheet](#) is a reference on the [EH&S Fall Protection webpage](#) and is referenced in the [Accident Prevention Plan](#).

10. Good of the Order:

11. Adjourn: Sonia adjourned the meeting at 4:00 pm.

DRAFT

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

July 8, 2020

**1:00 p.m. – 2:30 p.m.
Zoom- screen required**

Agenda Item	Lead	Process	Time
Call to Order	Sonia Honeydew	Robert's Rules of Order	
Attendance/Quorum	Sonia Honeydew	Discussion	5 min
Approval of meeting minutes	Sonia Honeydew	Discussion	5 min
COVID-19	Katia Harb	Discussion	10 min
UW Facilities –Safe Return to Work	Jeff Seidel, Campus Utilities and Operations John Wetzel, Capital Planning and Portfolio Mgmt Rodney Worden, Maintenance & Construction Gene Woodard, Building Services	Presentation	25 min
Organizational Group Reports*	Committee members	Discussion	15 min
Union Reports	Union representatives	Discussion	5 min
Ex-Officio Reports	Ex-Officio members	Discussion	10 min
EH&S Updates - L&I - General updates	Erin Katia or Denise	Discussion	10 min
Good of the Order	Sonia Honeydew	Discussion	5 min
Adjourn	Sonia Honeydew	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 Sonia Honeydew and Liz Kindred at least 2 weeks prior to the scheduled meetings.