

Agenda – March 27th, 2024
Group 9 (College of Engineering) Health and Safety Committee

1. Attending

Sean Krewson, AA
 Colleen Irvin or Robbie Wong, BioE
 Jonathan Emard, CEE
 Michael Pomfret, CEI
 Benjamin Hornberg, ChemE
 Tatyana Berezyuk or Michael Glidden, DO
 Alexander Lefort or J. Sean Yeung, CSE
 Kyle Dickison, ECE

Sonia Honeydew or Erin McKeown, EH&S
 Jane Skau or Sarah Coppola, HCDE
 Riley Crain or Kelly Foong, ISE
 Bill Kuykendall or Kyle Luiten, ME
 John Young or Allison Schroeder, Mol/NanoES
 Carter Beamish or Hanson Fong, MSE
 N. Shane Patrick, WNF

2. Previous Meeting Minutes (5 Minutes)

- February 2023 – approve? Corrections/additions?
- Minutes posted at <https://www.engr.washington.edu/mycoe/safety#> and safety boards.

3. Department Incident Reports (20 minutes; use “5 Why’s” analysis for one report)

- All OARS reports may also be found on Tableau while on the UW network via this link: <https://bitools.uw.edu/#/site/Transitional/projects/573>.

OARS #	Supervisor's Dept	Incident Location	Incident Summary
2024-02-019	Materials Science & Engineering – Mackenzie Lab JM Student	Bowman Building	Employees were slightly lightheaded after smelling burnt plastic from melted insulating tape on heater
2024-02-036	Bioengineering	MAG H.S.C./I	Student employee pinched and cut finger, without exposure, when unlatching the chair clamp from lift plate.
2024-02-142	Collaboration Core – WNF Staff	Fluke Hall	As employee retrieved expired plastic bottle of nitric acid, handle broke off; no spill occurred.

4. Group Business (20 minutes)

- Review UW Accident Prevention Plan.
- Invitations for speakers:
 - April meeting will be ergonomics.
 - May meeting will be sharps.
 - June meeting may be executive sponsor visit.
- Next meeting, we will review the HSC Group 9 Charter.

5. UW-Wide Meeting (0 minutes)

- February meeting minutes attached.
- March agenda attached; Highlights listed below:
 - Brian Allinger presented on the Shop Safety Program:
 - Shops and makerspaces are locations where physical or energy hazards may exist, particularly around machinery, including industrial machines, 3D printers, laser cutters, and others.
 - Program assists in developing and managing safety programs in shops and maker spaces around campus.
 - Identify and mitigate safety hazards
 - Develop action plans for correcting hazards
 - There are currently over 90 shops and makerspaces around the Seattle campus.

- Both shop self-audits (annually) and EH&S-led audits (biennially) are required.
- Most common issues found with: machine guarding, seismic restraints, cranes/hoists/lifts, safety equipment, administrative controls (training, Shop Safety Plan, self-audit records, PPE hazards assessments, SOPs).
- Highest risk issues found with: Lockout-Tagout, flammable chemical storage, machine guarding, cranes/hoists/lifts.
- For slides from presentation, contact Alex Lefort; For more information on shop safety, reach out to Brian Allinger.
- Brian Allinger presented on Slips, Trips, and Falls:
 - In last three years, these were #2 cause of all injuries; Outside of UW Medical, they were #1 cause. They are #1 in non-recordable injuries and #2 cause in recordable injuries.
 - EH&S site has common tips and tricks for preventing these.
 - Supervisors should ensure walking surfaces are clean, dry, and in orderly condition. Inspect regularly using the template found in appendix C of the Fall Protection Guide on the EH&S site.
 - For slides from presentation, contact Alex Lefort; For more information on slips, trips, and falls, check the EH&S site and reach out to Brian Allinger.
- Stephen Cowden, Training Manager, presented on Enhancing Safety Through Training:
 - Safety trainings are not only crucial to building a culture of safety, but also frequently required by state policies.
 - Trainings are tailored to each individual (total of 84 trainings on the EH&S training site)
 - UW members will have UW netID access; visitors/affiliates will need a sponsored UW account.
 - Of note: EH&S does not send reminders of trainings that need to be renewed. It is the unit's and supervisor's responsibility to send out reminders as needed.
 - For slides from presentation, contact Alex Lefort; For more information on EH&S trainings and requirements, check the EH&S site.
- Sonia Honeydew presented on Workplace Injuries, Illnesses, and Incidents:
 - Outside of UW Medical, ergonomic injuries were one of the most common incidents.
 - L&I ergonomic evaluations are available at no cost.
 - New training for ergonomics (for lab, office, animal handling) available through contractor with EH&S.
- From Doug Gallucci, head of Environmental Programs – Team has been down one or two collectors for two years now and have been actively attempting to fill these positions. The group meets monthly on outstanding pick-ups for coordinating. They are happy to have people reach out as needed to solve collection issues.
- EH&S updates: UW 2023 injury report to exec sponsors and unit leads will be sent out shortly. Encourage these to be shared to HSCs and units.

6. Member Updates (10 minutes)

Next Meeting: April 24th, 1:00 PM

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

Meeting Date: February 28th, 2023 (via Zoom)

Attended

Sean Krewson, AA

Colleen Irvin, BioE

Jonathan Emard, CEE

Michael Pomfret, CEI

Benjamin Hornburg, ChemE

Michael Glidden, CoE Deans Office

Alexander Lefort, CSE

Kyle Dickison, ECE

Sonia Honeydew, EH&S

Jane Skau, HCDE

Bill Kuykendall, ME

John Young, MoES/NanoES

Allison Schroeder, MoES/NanoES

Carter Beamish, MSE

N. Shane Patrick, WNF

Absent

Riley Crain, ISE

Previous Meeting Minutes

- January 2024 – minutes approved with the following corrections:
 - WNF is installing new instruments and extending existing infrastructure for these, not adding new HAZMAT infrastructure.
 - Shane will be representing UAW4121 at the U-Wide meetings.
- 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.

Incident Reports

- BioE (#2024-10-015) – Sonia has confirmed that supervisor's comments have been added to the report. Comments for this incident have been completed.

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- AA (#2023-12-019) – Sean confirmed that PI has added listed changes into their SOP. The location is a pretty heavily wooded area on farm with lots of bugs. Sean was bit concerned about the delay in reporting on this incident, as it seems to have been reported a month late, and would like to see more timely reports. Sean has relayed this to the PI. Sonia provided a flier that can be disseminated to remind/inform others of the timely requirements for these reports:
<https://www.ehs.washington.edu/system/files/resources/accident-reporting-poster-final.pdf>. Colleen noted that it is not clarified whether the group is purchasing these materials or it is left to the individuals and requested this be clarified. Sean noted that it should be the group, but he will clarify. Comments for this incident have been completed.
- CSE (#2023-12-024) – Alex noted that the Robotics group has been trained on how to respond to emergencies (via 9-1-1) and specific instructions guiding users on how to direct responders to the lab have been posted to the safety board. Safety trainings for new users will be given and recorded by project leads while the Robotics Lab awaits a new, full-time lab manager. Sonia noted that EH&S has changed the policies around incidents involving personal medical conditions: Redacted reports will no longer be supplied since it does not seem relevant to the committee (unless otherwise noted), but reports will be noted monthly to facilitate talking points outside of the actual medical issue. Sonia asked if the committee was fine with this and no issues were voiced. Comments for this incident report have been completed.
- MSE (#2023-12-041) – Ben spoke to the PI who noted that this incident was very out of the norm. That being said, they have updated SOPs and trainings to include the usage of thicker gloves to avoid tears and will be getting jars more appropriately sized for the work. They expect everything should arrive within a month. Michael Glidden asked if the student is MSE or ChemE; John noted that the lab is in MoIE Building, but the group is MSE. Carter will reach out to the PI to ensure supervisor comments are added to the report. Comments for this incident have been completed.

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- Deans Office (#2023-12-044) – Dee was in control of this location at the time of the incident, but the space is now under new management. The group is taking the piece of equipment out of use until SOPs are reevaluated and training needs to mitigate these incidents has been properly implemented. Michael Glidden noted that lab access with HFS was supposed to be for housing students and for CoE students; not for the entire populace. This is why they will be looking into the ongoing partnership. CoE isn't confident that the trainings currently offered are sufficient in providing info on the hazards with these machines and how to mitigate them. Sonia recommended that Michael reaches out to Brian Allinger of EH&S to the meetings if he would like. Michael has confirmed that Brian is already a part of the discussions. Sonia posted the EH&S hot sheet on laser cutter safety for reference to the group: <https://www.ehs.washington.edu/resource/laser-cutter-safety-focus-sheet-1357>. Comments for this incident have been completed.
- Collab Core – WCET Staff (#2024-01-001) – Vented caps were already required for these materials, but these bottles were unaccounted for in the past; This has been changed as per the notes in the report. This was an out of the norm slip up from one of the space's safest users. Michael Pomfret, for lack of a better term, classified the incident as an 'explosion,' but noted that it was more of a rupture with no urgent heat or fire. Sonia noted that there are plenty of ways that some incidents might be classified and noted that EH&S will sometimes change the post-report if it seems it would be better handled by another subject-matter expert. In this case, the same expert covers explosions and ruptures. Sonia did note that they may have some internal conversations around breaking this out on its own as well. Comments for this incident have been completed.
- ChemE (#2024-01-029) – Since it sounded like an employee who was already sick came to work, Alex asked if signage was up to date on asking people to stay home if sick. Benjamin confirmed that signage is up to date, but that they would send out a reminder of this guidance. Comments for this incident have been completed.
- CSE (#2024-01-042) – Alex noted that, as the supervisor comments noted, pads have been purchased to blunt the sharper corners of these shelves and will be installed once they arrive. Sonia noted as well that, where possible, furniture may be placed under these to ensure that someone cannot bend over underneath them. Alex noted that this would be difficult for these particular shelves, but would definitely keep this in mind for shelves with more space under them. Comments for this incident have been completed.
- BioE (#2024-01-052) – The committee was content with the actions taken in resolving the issue and had no further comments. Comments for this incident have been completed.

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- ChemE (#2024-01-068) – Benjamin noted that he was the one who submitted this report. ChemE has continuously asked to and tried to have this door locked. There has been ongoing resistance from the waste contractors. He has submitted a workorder to Facilities to finally tackle securing this roll-up door and ask for guidance: WO 530029. Colleen mentioned that Foege utilizes a key-coded door lock for their waste room. Alex also noted that the Allen Center for CSE has a roll-up door as well that is connected to CAAMS. Benjamin asked if the two could connect outside of the meeting on this. Alex noted that he will reach out. Comments for this incident have been completed.
- ChemE (#2024-01-069) – Benjamin noted that the door in question is locked by default, but that during working hours they do unlock this space. There was a suggestion in utilizing coded door readers here, but there seems to have been an issue recently where master codes were shared to users that should not have gotten access to them. Thus, the department is trying to figure out how to correct this and ensure that only proper user codes are shared to the community and master codes or higher access codes are not. Additionally, these doors do not have closers and people have had a habit of leaving them open. Michael Glidden noted that ChemE is doing their best in dealing with unauthorized people in the building, but the root issue is people getting in and around the building. They are looking to fix access going forward. Comments for this incident have been completed.
- CEE (#2024-01-081) – Jon Emard asked if anyone had any further questions than what was on the report. Michael Glidden note that he also brought this to Scott Nelson's attention: He noted that chemical collection, from Environmental Programs, is challenged for many of our labs in CoE. If the materials were removed in a more timely manner, this likely wouldn't have been an issue. Colleen also noted that BioE is trying to close a lab and can't because there are not enough people in Environmental Programs to assist in gathering the chemicals. WNF, CEI, and MSE all noted similar issues with regular pick-ups of chemical waste. Shane recommended that Alex brings this up during the U-Wide meeting as well. Alex stated that he will do as such. Comments for this incident have been completed.
- CEE (#2024-01-087) – Sonia clarified that the person is fine now and that they are not sure whether it was from diving or not. The group treated it as a diving issue just to be on the safe side. Sonia didn't personally see this as a personal medical issue, but noted that it seems someone higher up may have chosen to categorize it as such. Shane worried we might not be the best for eyes on this due to a lack of experience with these hazards. Sonia noted that the EH&S boating and diving expert saw this report as well. Sonia noted the supervisor was Applied Physics Lab, so HSC Group 1 did the primary review and we are the secondary. Comments for this incident have been completed.

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- ChemE (#2024-01-109) – Benjamin stated that we should reference 2024-01-069, as this was for the same incident, in the same location. Comments for this incident have been completed.
- ChemE (#2024-01-115) – This incident has also been referenced to 2024-01-069. Comments for this incident have been completed.

Group Business

- Alex asked if the group had any further ideas for speakers to invite to the Group 9 meetings and listed the recommendations from the end of last biennium:
 - Sharps safety from L&I (Will connect with Sonia and Erin).
 - Ergonomics from L&I (Will connect with Sonia and Erin).
 - Executive Sponsor of Group 9.

UW-Wide Meeting

- Alex asked if anyone had any questions/comments on notes from the U-Wide:
 - January meeting minutes not present; no meeting in January.
 - February agenda attached. Meeting highlights will be presented by Alex Lefort:
 - EH&S has updated 3D printer policies and hot-sheets. Please be aware of 3Dprinters that may be unaccounted for and relay this info to owners.
 - Changes in policies around shipping hazardous materials via air.
 - Blood-borne pathogens plan template has been updated; Includes expanded list of PPE, engineering controls, and sharps safety.
 - Wildfire smoke policies update is finally live from L&I. New requirements present and a new template for departmental plans has been released for those who may be exposed to these hazards.
 - L&I completed the investigation around workplace violence compliance in Sieg Building; No violations were found.
 - Sally Clark, of the Division of Campus Community Safety, gave a presentation and updates:
 - Crisis Communications Team has joined the division.
 - New BARC director; They will be reaching out to units after base issues with current infrastructure for the plans are resolved.
 - Sally wanted to emphasize that people should call 9-1-1 in the case or suspected case of immediate threats/risks to human life or property. Responders on the phone will direct the issue as needed: It could be the police who respond, or medical, or our new resources worker.
 - Husky Night Walk will continue, though will be rebranding, as it is actually a ride rather than a walk. Sally also wanted to call out "Night Ride" which is a shuttle from Transportation Services which has historically been underutilized: <https://transportation.uw.edu/getting-around/shuttles/nightride>

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- Dedicated parking lot security guards and dedicated patrolling security guard for buildings now present and active. UWPD uses calls from units to control where the building security guard patrols to increase effectiveness.
- Situational Awareness Trainings being occasionally offered. There are still some spots open for the incoming session:
<https://wholeu.admin.washington.edu/uwnetid/twuext/EventRegister.aspx?eventid=1628®id=246543&eventsessionid=1582>

Department Updates

- MSE – Carter had a question on updating FSEP procedures: MSE's evacuation assembly point is the C14 parking lot, but this lot is spaced out over several different areas. Sonia noted that Evacuation Directors should work with Scott Nelson on clarifying which spot is designated. It also is possible to change the location as needed with Scott.

Adjournment

- Adjourned at 2:03 PM.

Next Meeting

- Next meeting will be March 27th, 2023 at 1:30 PM via Zoom.

U-WIDE HEALTH AND SAFETY COMMITTEE

12/13/2023 Meeting Minutes | 1:00 p.m. - 2:30 p.m. |

Elected Member*		Appointed Member*		Proxy*	
<input checked="" type="checkbox"/>	Ryan Hawkinson (1)	<input checked="" type="checkbox"/>	Kurt Oglesby (3)	<input type="checkbox"/>	Sulgi Lotze (1)
<input checked="" type="checkbox"/>	Carmen Parisi, Chair (1)	<input checked="" type="checkbox"/>	David Manley (5)	<input checked="" type="checkbox"/>	Brett Magnuson (2)
<input type="checkbox"/>	Nigel Horton (2)	<input type="checkbox"/>	Andrew Abian (7)	<input type="checkbox"/>	Martin Arroyo (7)
<input type="checkbox"/>	Norm Kwasinski (2)			<input type="checkbox"/>	Colleen Irvin (9)
<input checked="" type="checkbox"/>	Tony Colinares (3)			<input type="checkbox"/>	Andrea Chateaubriand (10)
<input checked="" type="checkbox"/>	Christine Aker (4)				
<input checked="" type="checkbox"/>	Desi Schatz (4)				
Labor Union Member*					
<input checked="" type="checkbox"/>	Steve Herber (5)			<input type="checkbox"/>	Paula Lukaszek, WFSE 1488
<input checked="" type="checkbox"/>	Sarah O'Hara (6)			<input type="checkbox"/>	Stephen Lundgren, SEIU 925
<input type="checkbox"/>	Laura Harrington (6)			<input type="checkbox"/>	Antonio Vasquez, UAW 4121
<input checked="" type="checkbox"/>	Alaron Lewis (7)				
<input checked="" type="checkbox"/>	Stephen Costanti (8)				
Senate Member*					
<input type="checkbox"/>	Donna Braboy (8)			<input type="checkbox"/>	Faculty Senate – TBD
<input checked="" type="checkbox"/>	Alexander Lefort (9)	<input checked="" type="checkbox"/>	= attended meeting	<input type="checkbox"/>	GPSS – Gabby Rivera
<input type="checkbox"/>	Sarah Coppola (9)	*	= voting members		
<input checked="" type="checkbox"/>	David Warren (10)	13	= voting members for quorum		
<input type="checkbox"/>	Jon Wittouck (10)				
Ex Officio Member		Ex Officio Member		Env. Health & Safety Member	
<input checked="" type="checkbox"/>	Tracey Mosier, UWF	<input checked="" type="checkbox"/>	Marty Cohen, DEOHS	<input checked="" type="checkbox"/>	Katia Harb
<input checked="" type="checkbox"/>	Chris Pennington, UWF	<input checked="" type="checkbox"/>	Trista Treumper, UWHR	<input type="checkbox"/>	Eleanor Wade
<input type="checkbox"/>	Eric Johnson, UWF TS	<input checked="" type="checkbox"/>	Jo Hill, AGO	<input checked="" type="checkbox"/>	Jimmy Spencer
<input checked="" type="checkbox"/>	Kelley Biastock, UWEM	<input type="checkbox"/>	Ken Nielsen, Claim Services	<input checked="" type="checkbox"/>	Erin McKeown
<input checked="" type="checkbox"/>	Lt. Chris Jaross, UWPD	<input type="checkbox"/>	Susan Wagshul-Golden, UWT	<input checked="" type="checkbox"/>	Sonia Honeydew
		<input checked="" type="checkbox"/>	Brett Konzek, UWB	<input checked="" type="checkbox"/>	Lorilyn A. H. Ignao
Guests					
<input checked="" type="checkbox"/>	Allison Long	<input checked="" type="checkbox"/>	Tracy Harvey	<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	

1. Attendance/Quorum

Sonia Honeydew announced the group reached quorum.

2. Call to Order and Welcome

Carmen Parisi welcomed the committee to the final meeting of the 2022-2023 term with a land acknowledgement, and she shared meeting expectations.

3. EH&S Appreciation for '22/'23 Term

Katia Harb, Senior Director of EH&S, shared her great appreciation for the committee members' dedication and engagement on workplace and campus health and safety issues, especially as volunteers. Katia thanked members for bringing important issues to the committee and providing feedback on programs to improve communications, prevent accidents and injuries, and improve UW's safety culture. She also gave thanks to EH&S staff Erin, Sonia, Lorilyn, and Jimmy for their work supporting the U-Wide, and special thanks to Carmen and Christine for effective facilitation.

4. Approval of Meeting Minutes

Carmen asked for any corrections to the November meeting minutes. There were none. Sarah O'Hara motioned to accept the minutes, and Christine Aker seconded. Minutes were approved.

5. Organizational Group Reports, Election Updates, & Term Successes/Challenges

Carmen asked the chairs to share recent novel topics or interesting trends, term election updates, and successes and challenges from the 2022-2023 term. She asked them to pause for Sonia to add her appreciation between each organizational HSC's report.

HSC-1 (Administrative and Other Academic Programs)

Ryan Hawkinson: They finished elections and are ready to move into the new year. Among HSC-1 successes are that they are a large group, with a dedicated 19- or 20-person quorum routinely attending meetings, and have a lot of engagement across campus. Members actively participate in the review of a great number of incident reports that cover a wide spectrum from monkeys to boats.

Sonia confirmed this group has the largest roster of all ten committees, and pointed out the particular value of Melinda Young's primate center expertise, Dian Gay's APL expertise, and Ken Nielsen's claims expertise. Sonia shared kudos for Ryan and Carmen's excellent organization as they chaired HSC-1, and the wisdom of maintaining a superb election coordinator, Allison Lilley, throughout the term. Sonia noted that it was useful this term to have so many building coordinators on HSC-1 and that moving forward UW Facilities' developing building coordinator program will take on communications among UW building coordinators. HSC-1 asked excellent questions about evolving COVID policies and procedures, and about police response for off-campus locations. This group utilized pictures from OARS reports in their analyses, and shared information well when an OARS report spanned two HSCs.

HSC-2 (UW Facilities)

Brett Magnuson: The three election coordinators have confirmed the HSC-2 elections and nominations. Term successes included great participation from across the UWF shops in reviewing OARS reports, consistent local expertise to answer questions, and good suggestions that resulted in valuable procedure and process improvements for accident prevention. Some challenges stem from the multiple reorganizations at UWF, combined with high member turnover. But everyone has enjoyed their involvement with HSC-2.

Sonia appreciated their habit to begin every meeting with a safety moment, which is a minute or two for any safety topic or anecdote, as it invites more ideas and voices. She commended the committee's thoughtful charter update that specified the structure of membership to ensure adequate breadth of representation. HSC-2 members made good contributions in their Round Table discussion. Members also utilized OARS to draw attention to key safety topics like unguarded machinery, and systemic issues like full storage closets with electrical service panels that require clearance. HSC-2 also benefited from the extensive knowledge of their UWF safety professionals.

HSC-3 (Student Life)

Kurt Oglesby: Huge kudos to the full committee for their active interest in the safety of the units represented by Student Life, some even going above and beyond to investigate scenes or equipment in the field.

Tony Colinares: Serving on HSC-3 for many years has revealed the value of community to educate and advocate for safety within this bureaucratic system.

Sonia commented that HSC-3 is a warm and welcoming group with a good mix of old and new members who emphasized communication and education. They noted the number of student employee incidents from Housing and Food Services Dining, and invited a supervising chef to join the committee. HSC-3 also addressed repeating issues at the HUB like the stress caused by mask arguments, and the slippery loading dock. They identified supervisors' missed opportunities to act.

HSC-4 (Health Sciences)

Christine Aker: Successes over the past year have included increasing near miss *and* on-time reporting percentages. There is also improving awareness across Health Sciences of the need to submit OARS reports and UW Facilities work orders for workplace safety. Challenges include difficulties with midterm elections necessitated by turnover and shallow bench depth. Also, HSC members representing large schools can feel uncomfortable asking supervisors from other departments to complete their root cause analysis and recommendations. It can be inefficient to review redacted one time "snapshots" of OARS because HSC-4 often must ask Sonia to check the live OARS for updates to address member questions. The large number of reports HSC-4 reviews can be overwhelming and limits opportunities for guest speakers. Some schools' elections are done, some are in progress, and the School of Nursing may not have begun.

Desi Schatz: To assist with HSC-4's volume of OARS, Dentistry started reviewing their reports separately and summarizing trends and key points to HSC-4. Desi asked if EH&S might replace the

OARS system soon. Erin McKeown responded that EH&S has established user requirements for a replacement system and has prioritized efforts to obtain funding.

Sonia said School of Dentistry's OARS reviews and safety personnel have fed a complete loop of improved identification of incident trends, improved application of preventive measures, and improved monitoring of effectiveness via improved incident reporting. Sonia applauded HSC-4's proactive decision to start the term with an election coordinator to manage any midterm elections. She expressed appreciation for Desi as a key set of eyes for issues circulating around campus locations, and appreciation for regular attendance by the executive sponsor.

HSC-5 (UW Medicine)

David Manley: HSC-5 represents 30,000 employees so there are a *lot* of reports and potential topics. Mostly incident review is done via high-level statistics. The committee is lucky to comprise diverse backgrounds and expertise. The biggest challenge across UW Medicine has been witnessing a significant degree of burnout, the fallout from the COVID-19 pandemic. Stress and burnout increase the likelihood of incidents, as well as reducing engagement and increasing turnover of committee members. Midterm turnover was a logistical challenge. The tridemic this virus season has been challenging to staff, even with UW Medicine's aggressive flu vaccine campaign. Some successes were recognizing collaborative strategies to address ergonomic hazards in patient handling (challenging with so many traveling/visiting nurses) and raising awareness and coordinating resources for workplace violence (which increased during the pandemic). The Department of Health has clarified some workplace violence definitions so it was useful to review this together. The biggest success, particularly in 2023, was that HSC-5 activities were more visible to employees via UW Medicine's updated intranet sites. Election nominations for the 2024 term were way up, indicating recognition and support for HSC-5's work. In July, they began replacing the PSN system (UW Medicine's equivalent to OARS) with a system that is more modern and user friendly; this transition is a lot of work but exciting.

Sonia commented that even before UW Medicine started the PSN replacement, HSC-5 was addressing whether aggregate data from different hospitals utilized equivalent categories. She expressed kudos for David's hard work and organization, and was impressed that he managed to bring in valuable educational guest speakers despite the busy workload of HSC-5.

HSC-6 (College of Arts and Sciences)

Sarah O'Hara: reported that their elections were completed early. The main challenge in 2023 has been attendance. Successes for the committee include members' willingness to take on additional work (e.g. election coordinator) and thoughtfulness about committee purpose and goals. HSC-6 has representatives willing to engage with departments about their incidents and then share educational information with the committee.

Sonia mentioned that HSC-6 is a fun group, yet still sensitive and respectful. The group was well organized. The subcommittee reviewing the APP was thorough. Sonia appreciated that members brought issues such as drug smoke concerns to EHS and the U-Wide. Committee members were active in reviewing OARS, contributing more and more to incident reviews as the term progressed.

HSC-6 members had excellent discussions about responding to students fainting in labs (not uncommon). Each of the representatives had useful background information for reports from their areas. HSC-6 did a lot of follow-up on the serious incident where a hoist fell in a theater.

HSC-7 (UW Bothell)

Alaron Lewis: Having experienced HSC-7 without them, Alaron is very grateful for the support of safety professionals Allyson Long and Brett Konzek. Martin Arroyo has done a wonderful job as chair to keep the group together. HSC-7 has a variety of accident reports, from runaway vans to fainting students, and members were engaged in reviewing reports. Challenges included making sure that the committee's knowledge is shared with the employees they represent, including faculty constituents. There is also an opportunity for HSC-7 to reach out more to units beyond UWB STEM and EH&S.

Sonia shared that this committee increased both their near miss reporting and on-time reporting. They consistently communicated regarding safety impacts of campus construction projects. The Chancellor Safety Walks helped increase HSC-7 visibility, safety awareness and leadership involvement. In an excellent response to a custodial needlestick incident, UW Bothell extended the bloodborne pathogen training and exposure control plans to additional employees.

HSC-8 (UW Tacoma)

Stephen Costanti: Successes of the year have included restructuring the committee to better represent all of campus. Challenges included turnover in executive sponsors. HSC-8 hopes to have more active participation from members in meetings in the coming year.

Susan Wagshul-Golden: In Spring 2023 the community, faculty, and staff felt overwhelmed when finally returning to campus. They recognized the need to improve their incident and near miss reporting. They also recognized the need to improve their building evacuation processes. UW Tacoma updated their [emergency preparedness page](#) and invited the City of Tacoma to present on personal preparedness. They created tri-campus communications for faculty to improve their responses to emergencies. The campus is working to build resilience, improve reporting, improve employee individual preparedness, and make safety resources easily navigable.

Sonia said it was helpful to have an experienced chair to improve the administration of the committee, such as updating the charter and following up on member vacancies. HSC-8 always reviewed their OARS reports in great depth, and followed up when supervisor comments were missing. HSC-8 benefitted greatly from Stanley's expertise on all Facilities issues. UW Tacoma OARS reporting met the on-time reporting goal.

HSC-9 (College of Engineering)

Alexander Lefort: Elections are complete. Highlights of this term in HSC-9 were great engagement and lots of in-depth conversations, including among new members. The committee welcomed quite a few guest speakers. They also added an addendum to their charter to effectively constrain meeting duration. Alex hopes they can get back to incorporating the Five Whys Root Cause Analysis on at least one report discussion per meeting. Challenges this term included a lot of

member turnover (up to four midterm elections per department), and the continuing challenge of navigating workplace violence resources. HSC-9 will keep working with Campus Community Safety on this topic.

Sonia appreciated that HSC-9 members completed thoughtful reviews of OARS reports, were attentive in their follow-up, and made sure items stayed on the meeting docket until issues were addressed. She gave kudos to HSC-9 for welcoming and listening to all concerns, and for wisely starting the term by advising all members to find a proxy if they didn't already have one. She recognized that HSC-9 was addressing shared shop space issues, including laser cutter fires in makers spaces shared in Housing and Food Services buildings. HSC-9 is often on the frontlines of campus-wide safety issues like 3D printer safety. HSC-9 shared information about unauthorized persons in buildings and thefts, and mitigation tools for security. As an aside, Sonia explained that next term EH&S will work to communicate clearly which safety concerns should be directed to the new division of Campus Community Safety vs EH&S.

HSC-10 (College of the Environment)

David Warren: Elections are complete. Achievements included an improvement in the overall quality of OARS reports, after a lot of outreach from committee members helping supervisors understand their role in effective incident reporting. Members were good at following up quickly on questions (common with field operations incidents). They are working on where to install multiple *indoor* air particle sensors for the next fire season, in addition to an outdoor location on a roof. They will measure air particles and chemicals, and share the data in real time. They reinstated the annual HSC-10 Dean's Office Lunch. Challenges included university first aid guidance not aligning with needs in the field; this was resolved when a few individuals were certified to give epinephrine. Security/safety at some campus buildings can be an issue. Another challenge is that bees are still out and acting aggressively.

Sonia mentioned that the group arranged for a presentation on the Business, Academic, and Research Continuity (BARC) program this term. They had many interesting OARS reports, ranging from children's incidents in camps in the Arboretum, to concerns about signage for avian flu, to COVID spreading on their research vessels. She said HSC-10 has strong support from their leadership as Associate Dean Stephanie Harrington attended all meetings and was watchful of incident trends and targeted safety initiatives accordingly.

6. Preparations for January 2024 Organizational HSC Meetings

Sonia shared that the ten organizational Health and Safety Committees will have their first meetings in January. As soon as the updated training is online, EH&S will share the link; only new members need to take it. Next term there will be an HSC SharePoint site where all committees will keep their agendas, meeting minutes, charters, updated rosters, and presentations. EH&S is collecting current charters, rosters, and December 2023 minutes now for upload to the SharePoint site. Erin suggested the SharePoint site should allow for easier access to information and less emails with attachments. EH&S hopes this will streamline the process for everybody and welcomes feedback.

Sonia announced that there will *not* be a January 2024 U-Wide meeting, as the organizational HSCs will be meeting in January to select the U-Wide representatives for the new term. EH&S will email outgoing organizational HSC chairs with guidance and agenda items for the January meeting so they can pass the baton to the new chairs.

A question was raised by the committee about whether U-Wide meeting minutes and presentations will be stored on SharePoint as well. Sonia confirmed yes. Erin encouraged returning U-wide voting members to consider serving as a U-wide chair.

7. Union & Senate Reports

GPSS, WFSE 1488, SEIU 925, UAW 4121, and Faculty Senate

No representatives from these unions were present for the meeting.

8. Ex Officio Reports

UW Facilities

Tracey Mosier: nothing to report.

Chris Pennington: nothing to report.

Transportation Services

Not present.

Emergency Management

Kelley Biastock: Happy to bring information to future U-wide meetings and help make connections with the division of Campus Community Safety.

UWPD

Chris: No recent updates. The safety concerns with Central Plaza Garage (CPG) are improving.

DEOHS

Not present.

UWHR

Trista Truemper: nothing to report.

AGO

Jo Hill: nothing to report.

Claim Services

Ken Nielsen: nothing to report.

UW Tacoma

Susan Wagshul-Golden: nothing to report.

UW Bothell

Brett Konzek: nothing to report.

9. EH&S Updates

General EH&S Updates were provided by Erin:

1. A new UW [Food Safety Program](#) Manual has been published by the Environmental Public Health team within Campus Preventive Health. This [manual](#) details requirements for safe food service at the UW and how EH&S monitors compliance.
2. A [reminder](#) that if you are organizing an event at a UW location where food will be served, sold, or given away, you may need to apply for a [temporary food service permit](#) from EH&S.

3. The UW [Radiation Safety Committee](#) approved [revisions to the Radiation Safety Manual](#). The updated [manual](#) is now available for download.
4. The optional [hands-on fire extinguisher training](#), now utilizing a new digital fire extinguisher training system, has been reinstated by EH&S.
5. Slips, trips, and falls are still a top area of concern at UW. A newly published [winter season safety focus sheet](#) provides guidance to help you stay safe in cold, wet, and icy conditions.
6. A [focus sheet on Group Lock Out/Tag Out](#) electrical safety [has been posted](#) and contains important information for authorized persons performing service or maintenance activities in groups of two or more.

Labor and Industries (L&I) Updates provided by Erin:

1. On October 18, 2023, EH&S received an L&I request for additional information regarding how UW is addressing the prevention of workplace violence at the Sieg Building. L&I is reviewing UW's response.
2. LNI opened a compliance investigation with UW Seattle Building Services Department on November 16, 2023. The concern was related to maintenance custodians and window washers and their access to appropriate PPE to handle cleaning chemicals. A second complaint was related to exposures to biological materials and hydrogen peroxide while cleaning restrooms. The investigation is still open.
3. LNI opened a compliance inspection with Harborview Medical Center on November 21, 2023. The alleged hazard involves custodians who unload trash, with concerns about exposure to bloodborne pathogens, infectious materials, and hazardous chemicals. UW provided the necessary documentation and employee interviews are occurring today.

Katia mentioned that the [EH&S Annual Report](#) is posted on the [website](#) at this time and has been shared via our [EH&S Newsletter](#). The bi-annual [lab safety and innovation awards](#) were presented, with the Provost in attendance. As of [late November, face coverings](#) are now required in healthcare settings' patient care areas, and remain optional elsewhere. EH&S now has an open position for Assistant Director for Planning and Administration. Also, Tracey Harvey (Manager of our Lab Safety Program) will be retiring from the University in February after many years of passionate and proactive safety leadership. She made specific and overall improvements to the program and informed and engaged many of you. Katia thanked Tracy for her service.

10. Good of the Order

Carmen asked for any items for the good of the order and any suggestions for future U-Wide presentations. Sonia requested that any suggestions for improvement be sent to her and Erin. Carmen reminded everyone there will be no U-Wide meeting in January. Sarah O'Hara thanked Carmen for serving as Chair and Erin thanked Christine for serving as Vice Chair.

11. Adjourn

Carmen asked for a motion to adjourn. Sarah O'Hara motioned for the meeting to adjourn. Christine Aker seconded.

The meeting adjourned at 2:17pm.

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

March 13, 2024

1:00 p.m. – 2:30 p.m.

Zoom (screen required)

Zoom phone shortcuts: to mute self *6; to raise hand *9

Agenda Item	Lead	Process	Time
Attendance/Quorum (14)	Sonia Honeydew	Verify quorum per Zoom gallery count	3 min
Call to Order and Welcome	Samantha Einarson	Robert’s Rules of Order	2 min
Approval of Meeting Minutes	Samantha Einarson	Discussion	5 min
Shop Safety Survey Program & Slips, Trips, and Falls	Brian Allinger	Presentation	15 min
Enhancing Safety Through Training	Stephen Cowden	Presentation	10 min
2023 UW Workplace Incidents	Sonia Honeydew	Presentation	10 min
Organizational Group Reports*	Organizational HSC members	Discussion	15 min
Union & Senate Reports	Union & Senate members	Discussion	5 min
Ex Officio Reports	Ex Officio members	Discussion	10 min
EH&S Updates General L&I	Jimmy Spencer Erin McKeown	Discussion	10 min
Good of the Order	Samantha Einarson	Discussion	5 min
Adjourn	Samantha Einarson	Robert’s Rules of Order	

*Organizational Group Reports comprise only novel topics and updates needed by U-Wide.

Please send ideas for agenda items to Samantha Einarson and Sarah O’Hara at least 2 weeks prior to the scheduled meeting.