

## Minutes

University of Washington, Tacoma  
Health and Safety Committee  
Meeting of August 14, 2003

Committee chair Lia Wetzstein called the meeting to order. May and June minutes were approved with no changes and will be forwarded to James Wood to be placed on the Web.

The names of building wardens have been updated on the Web site and Lia noted that the campus is in the process of identifying people to serve as alternates.

A fire drill was held recently for the library. Since the regular building warden was not in the library the day of the drill, an alternate staff member was called upon to fulfill warden duties during the drill. The building was cleared quickly and safely.

Safety representatives were asked to check the Web site to ensure information pertaining their area is accurate (warden names, assembly points). New maps identifying assembly points for building evacuations have been produced. Safety representatives were asked to make sure employees in their areas are aware of the assembly locations.

Utility cables that have been strung overhead during construction should be enclosed in the underground utilidor by the end of September. After that, the Cragle Lot may again become an assembly point.

It was suggested that more employees be trained as floor or building wardens. Safety training information is available in the campus emergency manual, which is posted on the Web.

Fire extinguisher training (designed for staff who maintain the extinguishers) will occur soon.

Don Higgins will provide Lia with cost information on ergonomic tapes.

### **New business**

The September Safety Committee meeting is cancelled.

### **Accident/Incident Reports**

The UW is testing an online process for reports. The committee reviewed incident cases 10307, 10308 and 10309, all related to air quality apparently compromised by ink fumes emanating from recently printed postcards. It was suggested that an effort be made to identify the specific inks used.

### **Constituent concerns**

An area that had an accident/incident asked about procedures for filing reports.

The Safety Committee expressed continuing concern with pedestrian safety on 21st between Pacific and Jefferson. The crosswalk at Jefferson, although there is a light and a crosswalk signal, remains dangerous because drivers turning from Jefferson onto 21st, approaching the freeway entrance, are not expecting to have to yield to pedestrians. Several staff members on the safety committee have come close to being hit by vehicles failing to yield to them in the crosswalk. There was discussion of the city adjusting the signal so that vehicle traffic on Jefferson is stopped completely while the "walk" signal is illuminated (including a no-right-turn-on-red sign).

### **Attendees**

Darren Bailey  
Lorna Fernandez  
Alisha Gregory-Davis  
Don Higgins

Tim Kapler  
Jamie Martin-Almy  
Carolyn Maxson  
Crystal Perrine

Julia Smith  
Carla Van Rossum  
Lia Wetzstein  
Kim Wheeler

