

Minutes

University of Washington, Tacoma
Health and Safety Committee
Meeting of March 11, 2004

Committee chair Hugh Smith called the meeting to order. December minutes were approved with three changes. February minutes were approved with two changes. They will be forwarded to James Woods to be posted on the Web.

Naarah R. McDonald volunteered to take meeting minutes.

Old Business

Traffic/Pedestrian Issues

Darren reported that signage was on the way. City code lists the speed limit at 25, but the posted limit will be 15mph. Additionally, UWT security can cite for speeding, but they do not have the proper tickets.

Signage will also be posted on campus for dog owners who walk their pets on campus. There has been an increase in the number of pet packages left around campus.

Floor Wardens/Evacuation Routes/Sites

Darren is working on assigning new floor wardens. Nursing is handling the duties for CP, but there are only two wardens for the building. MAT has floor warden assignments for every floor.

Also mentioned was the frequency of random fire drills. Buildings are chosen at random once a month for a drill. Drills are evaluated; by a member of security, facilities, and the safety committee or a trained floor warden; for strengths and weaknesses. Once a year, the Tacoma Fire Department manages a drill on campus.

Evacuation routes and sites cannot be changed unless the EDAP is altered to reflect those changes first. Changes cannot be made to the EDAP except by sub-committee with approval by the Health and Safety Committee. Darren agreed to head the sub-committee assisted by Lia Wetzstein, Hugh Smith, and Lisa Tice.

Emergency Kits

James has posted links on the web site to emergency kits, pre-made kits for sale, and various informational links on emergency supplies.

Smoking Areas

Evaluation of smoking areas will lead to some changes in the near future. Darren stated that only three smoking areas on campus currently violate the 50-foot rule. In an attempt to appease everyone, Hugh moved the ash can located outside of WCG to the other side of the BHS door. Additionally, Hugh polled some smokers to see if they would be willing to use a smoking hut located away from the building, perhaps near the railroad tracks. Responses varied from “Sure” to “No Way.”

Emergency Signage for CP/MAT

Facilities has a work order in for posting the signage, which will be up before Spring quarter.

Handouts

The handouts from the February meeting were to start a department Safety Committee folder. The handouts included information on emergency procedures and forms.

Goals

Hugh called for ideas on goals for the coming year.

- 1) Change the EDAP to reflect new evacuation routes and assembly sites.
Followed by the posting of signage at assembly sites.
- 2) Obtain funding from Seattle to purchase mercy supplies and equipment.
- 3) Work on obtaining Homeland Security Grants for mercy supplies and equipment.
- 4) Provide debriefing of campus-wide H & S Committee at each UWT H & S Committee meeting.
- 5) Arrange Floor Warden training before the end of Spring Quarter.

New Business

Assessment for departments with environmental issues

Lia mentioned that departments carrying chemicals or other potential hazardous material can have an assessment done by PEAT. This is a team that does assessment for reoccupation after a emergency or disaster. They are not a Fire Department that provides emergency services at the time of an incident.

Defibrulators

There are currently two on campus. ASUWT is funding a third to be placed in MAT. Security is writing a grant for two more, and Karen is on a Committee that is ordering one for the Academic Building.

Campus-wide H & S Committee Debriefing

Hugh and Dave mentioned some points raised at the campus-wide H & S Committee. Dave discussed the posted brainstorm covering Training, Mercy Planning, Health and Safety, and Miscellaneous topics. Disaster equipment and violence in the work place were issues raised.

Department Issues

No department representative had any new issue to present. Dave brought up funding as a campus issue. None of the Seattle Capital Safety funds are coming to UWT at the current time. Darren and Hugh agreed to look into this issue further in the hope of obtaining funding for mercy planning and supplies.

Next meeting

Hugh will not be present at the next regularly scheduled meeting. All agreed to have meeting early so he could chair. Also raised that each department should consider needs and wants for training, perhaps on a monthly basis. Individual department training does not need Committee approval.

Attendees:

Hugh Smith	Naarah R. McDonald
Noreen Slease	George Mobus
Gabriela Crosby	Lia Wetzstein
Carolyn Maxson	James Woods
Don Higgins	Linda Kachinsky
Tim Kapler	Dave Leonard
Darren V. Bailey	Leo Aguilin