

UWT Health & Safety Meeting  
Minutes  
February 9, 2007

Attendees: Darren Bailey, Joe Chynoweth, Stephen Costanti, Gabriela Crosby, Kim Davenport, Linda Kachinsky, Dave Leonard, Carolyn Maxson, Tracey Norris, Crystal Perrine, Lisa Tice, Carla Van Rossum, Lia Wetzstein, James Woods

D. Bailey called the meeting to order at 1:05 p.m.

No minutes were available from the January meeting.

### **Review of Committee Charge**

D. Bailey reminded the committee of its charge: the committee is responsible for identifying and attempting to resolve occupational hazards and personal safety issues on campus.

D. Leonard provided additional background on the purpose and role of the committee. In respect to the charge mentioned above, the committee makes recommendations to the appropriate vice chancellor, in this case, Ysabel Trinidad. The UW policy which governs the committee's work is the Administrative Policy Statement (APS) 10.11:  
<http://www.washington.edu/admin/rules/APS/10.11.html>

D. Leonard and D. Bailey stressed the need to elect a chair who would be willing to dedicate sufficient time to the business of the committee, including the responsibility of serving on the UW-wide committee, which involves attending the monthly meeting in Seattle.

### **Election of New Chair**

J. Chynoweth volunteered to serve as chair for the duration of 2007, and was unanimously welcomed into the position. J. Chynoweth is the new committee representative from Facilities, after D. Rogers stepped down in January.

### **Old/New Business**

D. Bailey stated that it would be the responsibility of the new Director of Campus Safety to revise the Emergency Action Plan. That said, D. Bailey has already started this work, because there are certain revisions which cannot wait any longer.

D. Bailey reminded the group that the committee has a budget, and should discuss how to spend these funds. It was agreed that this should be an agenda item for the next meeting. K. Davenport asked whether the budget was permanent or temporary, and whether the funds would expire at the end of the biennium. D. Bailey was not sure; K. Davenport offered to contact Finance to find out, and will report back at the next meeting.

K. Davenport asked whether there should be a faculty representative to the committee, or if there might be some other way to insure that faculty are involved in discussions. L. Wetzstein responded that this issue has come up many times in the past, but it has been difficult to find a faculty representative to serve.

L. Wetzstein also mentioned that Emergency Action Plans have been distributed throughout campus in the past, and there have been discussions about adding a statement to syllabi about safety and evacuation information. It was agreed that this issue should be discussed again at a future meeting.

L. Tice stated for the record that there are still locations on stairways which are not safe for those with vision impairment, and asked that options for painting stair edges be considered.

L. Tice also asked about the substance leaking from metal door frames in MAT. J. Chynoweth explained that this situation is the result of faulty installation, and is in the process of being resolved. The difficulty is that the solution is expensive, so replacement will take some time as funds are located to dedicate to the project.

Meeting was adjourned at 1:55 p.m.

Respectfully submitted,  
Kim Davenport