

UWT Health & Safety Meeting
Minutes
October 10, 2007

Attendees: Darren Bailey, Joe Chynoweth, Gabriela Crosby, Kim Davenport, Linda Dawson, Linda Kachinsky, Tim Kapler, Carolyn Maxson, Naarah McDonald, Anna Salyer, Lisa Tice, Carla van Rossum, Lia Wetzstein, James Woods

J. Chynoweth called the meeting to order at 1:05 p.m.

Agenda was adopted as submitted.

Minutes from September meeting were approved.

OLD BUSINESS

N. McDonald reported on her meeting with Cedric Howard regarding Student Affairs support for a blood pressure cuff. He did not offer any financial support, but does support the idea, and recommended that the committee approach administration via Ysabel Trinidad or Pat Spakes.

J. Chynoweth reported on his conversation with Dave Leonard, who was unable to be at today's meeting. Dave will be meeting with Ysabel Trinidad and representatives from Seattle next week to discuss a possible partnership with Hall Health and the Employee Health Clinic to provide services in Tacoma, such as blood pressure readings.

NEW BUSINESS

Pat Spakes' message to the campus regarding a new 'Campus-Community Gathering Task Force' was discussed, given that her message stated that the task force would include a representative from the Safety Committee. It was agreed to wait until after upcoming elections, to allow for changes in membership, before electing a representative to this new task force.

K. Davenport distributed the agenda for the upcoming UW Building Emergency Responder Summit, to be held in Seattle on November 6. S. Wagshul-Golden encouraged as much attendance as possible from Tacoma. N. McDonald agreed that we need more representation; she attended last year's event, and reported that it was interesting and informative, but that the great majority of attendees are from Seattle. J. Chynoweth suggested that the committee could reserve a vehicle to transport a group of committee members to the event.

D. Bailey reported that he would be sending out an e-mail within the next few weeks regarding the election process for Safety Committee membership.

ROUND TABLE

J. Chynoweth reported that there had been one incident report, regarding the fall on the railroad tracks, and that this has already been addressed by filling in that portion of the tracks with concrete. He also shared a recent event in which a student was injured by an umbrella, and urged everyone to be careful to open umbrellas properly, and not try to force open a broken umbrella.

S. Wagshul-Golden stated that she thinks emergency placards in rooms around campus need to be revised to include information about emergency assembly points, as well as evacuation maps that are unique to each location. J. Chynoweth recommended that we ask for the support of Ysabel Trinidad on this project, and then approach Brian Anderson in Publications to work on the project.

D. Bailey reminded everyone to be careful around the ongoing construction on campus, especially at the entry to Cherry Parkes. He also asked about the status of a safety statement for syllabi. N. McDonald shared that Business has a template for their faculty, and that she could share this with other academic programs, and ask that it be included on the Faculty Assembly website along with other service statement templates for syllabi.

L. Wetzstein reported that she is working on exit/assembly point signs for rooms in the Science Building; she is creating these by hand by drawing arrows on the maps in the Emergency Action Plan. She also inquired as to the status of an updated EAP. S. Wagshul-Golden responded that it is still a work in progress, largely because she wants to make sure it is integrated with other Tacoma/Pierce County plans that are also currently being revised.

C. Maxson asked for clarification on where to leave someone in a wheelchair in the case of an evacuation. J. Chynoweth responded that people in wheelchairs should be left inside stairwells, where they can be rescued by fire department personnel. C. Maxson also thanked D. Bailey for providing safety training for student workers.

N. McDonald asked for an update on the ordering of concave mirrors for campus. J. Chynoweth asked that people e-mail Oliver Dunagan directly with suggested locations for these mirrors, as he is ready to place an order and arrange for installation.

N. McDonald stated that the 1st floor exterior door on the south side of the Science Building is difficult to navigate in a wheelchair, and could also be a tripping hazard.

A. Salyer reported lights out in the Keystone Building, in the stairwell between the 1st floor foyer and the 2nd floor entrance to the TLC.

G. Crosby reported that there is not enough lighting on the outside stairwell exiting the Science Building behind the Spaghetti Factory to be safe after dark.

J. Chynoweth asked K. Davenport to send an e-mail to Facilities reporting both of these issues with lighting, and also encouraged committee members to always contact Facilities immediately to report lights out, as this is a safety issue that should be resolved promptly.

J. Woods asked that emergency supply kits be discussed at an upcoming meeting.

L. Dawson stated that for faculty, having an updated lockdown procedure is a pressing concern.

Meeting was adjourned at 2:05 p.m.

Respectfully submitted,
Kim Davenport