

UWT Health & Safety Meeting  
Minutes  
April 10, 2008

**Members in attendance:** Joe Chynoweth, Steven Costanti, Kim Davenport, Linda Dawson, Dave Leonard, Carolyn Maxson, Naarah McDonald, Michael McMillan, Valerie Mediate-Urevig, Bruce Metzger, Jennifer Sundheim, Lia Wetzstein.

**Members excused:** F. Jeri Carter, Joe Contris, Gabriela Crosby, Karin Dalesky, Lisa Tice, Carla van Rossum, Carson Wright.

**Guests:** Darren Bailey, Dana Clark, Joseph Kwok, Denis Sapiro, Pat Spakes, Ysabel Trinidad.

J. Chynoweth called the meeting to order at 1:10 p.m.

Agenda was adopted.

Minutes from March meeting were approved with one correction from D. Bailey.

#### Report from Safety Summit

J. Chynoweth thanked committee members for their hard work in making the Summit a success.

N. McDonald suggested that the event occur quarterly. J. Sundheim replied that perhaps there could be a large event once per year, with a smaller event quarterly.

D. Sapiro passed on the appreciation of the UW-wide committee, both for hosting their meeting at UWT and for putting on the Summit. He shared that the consensus of the group was that the Summit was an excellent first effort.

#### Report from UW-wide meeting

S. Costanti and M. McMillan attended the UW-wide meeting held at UWT on April 9, and provided a report. The committee representing Harborview shared postcards which were distributed to their unit, announcing their committee's website.

The biennial requirement for workplace violence training was also stressed. David Gertz from Seattle can work with HR to bring this training to UWT.

It was also stressed that the new online asbestos awareness training is required annually for all UW employees.

#### Accident/Incident Reports: February 2008

J. Chynoweth shared that he had received a report covering the end of February 2008, as a supplement to the January/February report received earlier. This new report did not list any incidents.

#### OARS Presentation

D. Sapiro and J. Kwok from EH&S provided a presentation of the OARS system. They stressed that the current system would be phased out, and beta testing of the new system would soon be announced to Safety Committee members.

The problems with the existing system were demonstrated by J. Kwok, who is the designer of the new system. These problems include a 30-minute time-out, pop-up windows which require users to alter browser settings, and frequent error messages.

J. Chynoweth asked whether there is a time limit on reporting an accident or incident. D. Sapiro replied that there is not a specific UW policy, but federal law states that the supervisor report must be submitted within 7 days of the incident. If the employee's immediate supervisor is not available, anyone up the chain of command can report an incident.

#### Visit from Chancellor Spakes and Vice Chancellor Trinidad re. MAT

D. Leonard provided background on the situation in MAT as a preface to comments by P. Spakes and Y. Trinidad. Employees had reported an odor which is currently being investigated. More detailed information about the situation would be shared with the campus in an e-mail currently being prepared in conjunction with Mike Wark.

P. Spakes shared that the situation came to Y. Trinidad's attention approximately 2-3 weeks ago, and that action was immediately taken, beginning in the office where the problem was first reported. That office has been gutted, some tests have been conducted, and the problem has been narrowed down to the exterior brick, most likely in the mortar. Earlier this week, Cedric Howard reported that two staff fainted. At that point, the decision was made to move all staff on the 2<sup>nd</sup> and 3<sup>rd</sup> floor of that side of the MAT building. Some offices are being moved to CP, others to PNK. It is believed that the problem is localized, that the source has been determined, and EH&S can now begin more specific testing. If any additional staff report problems, they will be moved immediately.

Y. Trinidad added that in addition to EH&S, the Department of Health and Capital Projects had also been consulted.

P. Spakes shared that a survey is being developed to assess the comfort of staff in the building. Mike Wark is also working on a plan to continue communications with the campus.

D. Leonard expects that the announcement to the campus would go out on Friday or Monday.

D. Clark mentioned that there had been air quality issues on the other side of MAT in the past, and wondered if a possible connection with current events is being investigated? P. Spakes reiterated that the current problem is believed to be localized, but offered that staff in other areas of the building could also be included in the survey.

#### Round Table

D. Bailey shared that there would be a Violence Prevention and Response Training in late April or early May, and that an announcement would be coming soon via uwtlne. The event is sponsored by Campus Safety and HR.

Meeting was adjourned at 2:20 p.m.

Respectfully submitted,  
Kim Davenport