

UWT Health & Safety Meeting
Minutes
August 14, 2008

Members in attendance: Joe Chynoweth, Stephen Costanti, Kim Davenport, Tim Kapler, Naarah McDonald, Bruce Metzger, Linda Spence-Noyer, Jennifer Sundheim, Lisa Tice.

Members excused: Joe Contris, Karen Dalesky, Linda Dawson, Carolyn Maxson, Donna Plummer, Lia Wetzstein.

Guests: Darren Bailey, Susan Wagshul-Golden, Zack Wonderly (student).

J. Chynoweth called the meeting to order at 1:13 p.m.
Agenda was adopted.
Minutes from July meeting were approved.

Report from UW-wide Safety meeting

S. Costanti provided a report from the recent meeting in Seattle. There was a discussion of possible changes to the structure of safety committees. The current structure works well for UWT, in that departments are well-represented and the geographic area covered is small; however, changes are likely to Seattle committees. S. Costanti asked for feedback, and there was consensus that the current committee structure serves UWT well.

OARS is now ready for BETA-testing; an e-mail will be sent to committee members to invite them to begin testing the system and providing feedback.

There may be some changes coming in terms of the process for electing committee members.

A faculty representative on the UW-wide committee is being considered; the discussion was inspired by UWT's successful example of faculty representation.

Emergency Procedures for Faculty

N. McDonald summarized updates to the document since the last meeting, which were all based on discussion from the last meeting. She also continued to edit the document for clarity, changed format to allow it to fit on one double-sided page, and added a last-updated date.

J. Chynoweth thanked the committee members who had worked on this project.

S. Wagshul-Golden asked for a change of terminology per EH&S: 'floor wardens' should now be called 'evacuation wardens.'

J. Sundheim made a motion to approve the document and pass on to faculty for consideration. N. McDonald seconded the motion, which passed unanimously.

J. Chynoweth volunteered to take the final document to the leaders of Faculty Assembly for consideration.

Round Table

J. Sundheim provided an update on the Library's new safety listserv. The system was used last week, and worked well, proving to be an effective way to communicate quickly with Library staff and to alert Security of concerns.

N. McDonald reported that there was a theft from a staff office a few weeks ago. She inquired about the progress on purchasing and installing a safety mirror outside the Business suite. J. Chynoweth asked K. Davenport to inquire with Facilities on behalf of the committee.

Zack Wonderly, a student guest in attendance, asked about the status of work in the MAT. J. Chynoweth directed him to contact either Milt Tremblay or Ysabel Trinidad.

S. Wagshul-Golden provided several updates. Radios have been purchased, and trainings will be scheduled. Lime green bags for evacuation wardens have been ordered, and will be distributed to all wardens. Bags will contain evacuation map, whistle, clipboard, radio, etc. A blue phone/loudspeaker system for the campus is currently in process. Staff involved with the Emergency Operations Center (EOC) must complete a FEMA-required training by September 30. October is Fire Safety/Prevention Month, so will be a good time for drills. Security has just received the results of a CPTED survey (Crime Prevention Through Environmental Design), and will forward the complete document to the committee.

S. Costanti asked for clarification on exactly how many radios would be made available to wardens. S. Wagshul-Golden replied that there would be a radio for each building warden, plus one which would remain with Security staff.

Meeting was adjourned at 1:55 p.m.

Respectfully submitted,
Kim Davenport