

UWT Health & Safety Meeting
Minutes
October 9, 2008

Members in attendance: Joe Chynoweth, Joe Contris, Stephen Costanti, Gabriela Crosby, Karin Dalesky, Kim Davenport, Linda Dawson, Dave Leonard, Carolyn Maxson, Mike McMillan, Valerie Mediate-Urevig, Donna Plummer, Lia Wetzstein, Carson Wright.

Members excused: Jennifer Sundheim, Lisa Tice.

Guests: Susan Wagshul-Golden.

J. Chynoweth called the meeting to order at 1:02 p.m.
Agenda was adopted.
Minutes from September meeting were approved.

Report from UW-wide Safety Committee meeting

S. Costanti reported on several topics covered at the September and October UW-wide committee meetings:

- The new OARS system will go live on January 1, 2009. Uniform training for supervisors throughout UW is being discussed.
- Asbestos signage is currently being posted throughout the Seattle campus.
- The “Partners in Emergency Preparedness Conference” will take place at the Greater Tacoma Convention & Trade Center, April 14-15, 2009. More information is available online at: www.partnersinemergencypreparedness.com
- The UW-wide committee was impressed with our ability to obtain approval and distribute the faculty responsibility document, and hopes to use it as a model in other areas at UW.
- October is Fire Safety Month.

V. Mediate-Urevig asked how employees and/or supervisors will be notified if someone has not completed the required asbestos training. D. Leonard responded that the responsibility lies with supervisors to track completion of the training. Supervisors can contact EH&S with questions.

Accident/Incident Reports

One incident was reported in September. A Facilities employee experienced a back injury after a task involving lifting. Corrective action has already been taken, in the form of additional training in lifting safety.

Round Table

V. Mediate-Urevig passed on a concern from a faculty member, requesting either extended hours in campus parking lots, or escorts to the Tacoma Dome Station. S. Wagshul-Golden responded that Security can offer escorts within the campus footprint, and that there are security officers on the Link light rail. She suggested that Jennifer Burley in the Finance office would be the appropriate contact for changes to parking lot policies.

L. Wetzstein reported that one of her employees submitted an OARS report, but that she, as the employee's supervisor, did not receive notification.

S. Wagshul-Golden provided several updates since the last meeting:

- The new Emergency Action Plan is almost ready to be released.
- She is currently working to fit UWT into UW's new policy on AEDs.
- Facilities staff is currently going through CERT training.

C. Maxson thanked S. Wagshul-Golden and K. Davenport for distribution of the updated phone tree.

S. Costanti asked what should be done in cases of an accidental fire alarm (ie, an alarm is triggered for just a few seconds, and then turned off). He expressed concern that the campus community should not be in the habit of ignoring alarms. S. Wagshul-Golden replied that we need to promptly address system malfunction issues. She also stressed that we need to be using the PA system whenever testing or maintenance is being performed on the system. But she agreed that employees should be alert and respond to alarms by evacuating appropriately.

V. Mediate-Urevig reported a recent situation with someone loitering near the Nursing office suite in Cherry Parkes. S. Wagshul-Golden stressed that any suspicious activity should always be brought to the attention of Security. J. Chynoweth added that employees should be vigilant about reporting suspicious behavior, especially at times when they may be alone in their area (ie, Friday afternoons).

Meeting was adjourned at 1:45 p.m.

Respectfully submitted,
Kim Davenport