

UWT Health & Safety Meeting  
Minutes  
December 11, 2008

**Members in attendance:** Joe Chynoweth, Stephen Costanti, Karin Dalesky, Kim Davenport, Linda Dawson, Dave Leonard, Carolyn Maxson, Michael McMillan, Bruce Metzger, Lia Wetzstein, Carson Wright.

J. Chynoweth called the meeting to order at 1:05 p.m., without a quorum. A quorum was reached at 1:10 p.m.

Agenda was adopted.

Minutes from November meeting were approved with one correction to the list of members in attendance.

Report from UW-wide Safety Committee Meeting

S. Costanti and D. Leonard shared updates from the December UW-wide committee meeting:

- The committee was given a presentation about UW's Radiation Safety Program, and the specific example of the More Hall Annex was discussed.
- The new OARS system is on track for a January 2009 release. Training will be available on the EH&S website. It has been confirmed through testing that supervisors will receive an e-mail when a report is submitted.

Accident/Incident Reports

No accident/incident reports were submitted for the month of November 2008.

New Meeting Location

K. Davenport shared that committee meetings would shift to WCG 322, the old meeting location, beginning in January. A reminder will be sent out before the next meeting.

Round Table

J. Chynoweth asked D. Leonard about ladder training requirements, because of a recent discussion within Facilities in which it was decided that a staff member could not borrow a ladder unless he/she were trained. D. Leonard replied that there is not a UW policy specifically addressing ladder training; training is recommended when possible, but not required. He offered to make training available at UWT whenever necessary, but also suggested that perhaps a handout or website could be a practical alternative to a hands-on training.

J. Chynoweth asked K. Davenport to share with Oliver Dunagan the committee's recommendation that a handout on ladder safety be developed for use when staff request to check out a ladder.

C. Wright shared that Campus Safety is reassessing protocols on biohazard safety following the sewage backflow event earlier in the week in the Dougan Building. They are working with Facilities on faster communication with custodial support.

J. Chynoweth asked whether the elevator shaft or crawl spaces had been checked for any sewage backflow. D. Leonard offered to double-check this immediately following the meeting.

Meeting was adjourned at 1:30 p.m.

Respectfully submitted,  
Kim Davenport