

UWT Health & Safety Meeting
Minutes
February 12, 2009

Members in attendance: Joe Chynoweth, Stephen Costanti, Gabriela Crosby, Karin Dalesky, Kim Davenport, Linda Dawson, Carolyn Maxson, Naarah McDonald, Michael McMillan, Valerie Mediate-Urevig, Bruce Metzger, Tracey Norris, Donna Plummer, Jennifer Sundheim.

Guests in attendance: Darren Bailey, Susan Wagshul-Golden

J. Chynoweth called the meeting to order at 1:06 p.m.

Agenda was adopted.

Minutes from December meeting were approved.

Accident/Incident Reports

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

V. Mediate-Urevig shared that an incident in January was reported using the new OARS system, so the committee can expect to see that report on its way.

Report from UW-Wide Meeting

S. Costanti shared several updates:

- A disaster exercise will take place at UW Seattle on April 30, 1-4pm
- Internal grants for emergency preparedness are available to any UW entity. J. Chynoweth asked for more details, specifically an application deadline. S. Wagshul-Golden reported that she is already working with Facilities on a proposal.
- Several accident/incident reports from UW Seattle were discussed
- The 2008 OSHA report was distributed
- More participation in the UW Alert program is encouraged

Safety Summit

Campus Safety is hosting EH&S and representatives from outside agencies in the GWP Atrium on March 4, 10:30-1:30.

N. McDonald agreed to coordinate the Safety Committee's participation. A sign-up sheet for volunteers to staff the committee's table will be made available on the S: drive. Handouts and other materials used for last year's Summit can be gathered together again.

Bulletin board / required postings

S. Wagshul-Golden shared that D. Leonard, who could not attend today's meeting, would be discussing with Ysabel Trinidad the fact that UWT is required to have a bulletin board with required postings from EH&S.

K. Davenport reported that all required postings are now on the committee's website, but a bulletin board is still required.

Several questions were raised by committee members:

- Who is responsible for maintaining the content of the bulletin board?
- Does the board have to be dedicated to these specific postings, or could it be shared with other information?
- What is an appropriate location? Some locations suggested include the faculty/staff lounge on the 2nd floor of WCG, within HR, next to the Campus Safety bulletin board on the 1st floor of WCG, in the Campus Safety office, or outside Enrollment Services in GWP.

J. Chynoweth offered to share the committee's questions with Ysabel Trinidad.

Defibrillator Map updates

K. Davenport shared that the defibrillator map created in 2008 is no longer accurate. She asked whether a permanent location had been determined for the defib unit which used to be in the Copy Center. D. Bailey reported that this unit would be placed in the Diversity Resource Center.

S. Costanti volunteered to ask Brian Anderson to create a new map image with the corrected location. K. Davenport will make the changes to the document and post on the committee's website.

First Aid Kits

Campus Safety has proposed that departmental first aid kits should be maintained by each department.

T. Norris asked whether there was a requirement for departments to have kits, and if so, what contents were required.

S. Wagshul-Golden stated that there was a need for continued discussion, to include D. Leonard, and that a policy would be developed for UWT.

J. Chynoweth proposed that the committee approach Ysabel Trinidad to support the effort to develop a policy, find funds to support units in maintaining their kits.

Campus Safety escorts

S. Wagshul-Golden provided an update on the campus escort program, following some recent questions. Escorts are only provided within the campus footprint, and are provided by Campus Safety officers. The policy has not changed, but it has been enforced more diligently. In part, this is due to the fact that student funding for the program was cut last year.

J. Chynoweth asked whether a Campus Safety officer who receives an emergency call would have to leave someone he/she was escorting. S. Wagshul-Golden confirmed that this was the case. She also proposed that, absent new funding, a program be developed in which students are

encouraged to meet in certain locations after class and walk together to their cars. This already happens informally, but perhaps it could be formalized.

Round Table

J. Sundheim thanked S. Wagshul-Golden for clarification on the escort policy.

C. Maxson reported problems with interference on her new radio. D. Bailey responded that hers is the only one having this issue, and they are still trying to determine the source of the problem.

S. Wagshul-Golden reported that two blue towers would be installed soon. The towers provide emergency phones with a direct link to Campus Safety, and also allow for broadcast announcements. One is located in the Cragle Lot, the other near the flagpole at the center of campus.

D. Bailey reported that all warden radios have been distributed and are working. Each person assigned a radio has a back-up person identified when they are out of the office.

Meeting was adjourned at 2:04 p.m.

Respectfully submitted,
Kim Davenport