

UWT Health & Safety Meeting  
Minutes  
March 13, 2009

**Members in attendance:** Joe Chynoweth, Kim Davenport, Dave Leonard, Carolyn Maxson, Naarah McDonald, Bruce Metzger, Tracey Norris, Stephen Rondeau, Lia Wetzstein, Carson Wright

**Guests in attendance:** Darren Bailey, Susan Wagshul-Golden

The committee agreed to proceed with discussion without a quorum. No action was taken on minutes from the last meeting.

#### Report from UW-wide committee

D. Leonard provided a report from the most recent UW-wide committee meeting, which took place at the UW Tower. The primary topic of the meeting was required trainings, specifically asbestos awareness. EH&S keeps records on who has completed any of their trainings, but doesn't have a way of enforcing completion, as their database does not 'talk to' employee or payroll databases.

D. Leonard also shared that the new director of EH&S will start work on April 11.

#### Accident/Incident Reports

The committee reviewed three reports received for the months of January and February, 2009.

##### **2009-01-10015**

- Water on floor from leaking roof caused faculty to slip and nearly fall.
- Supervisor corrective action: fix roof leak.
- J. Chynoweth reported that Facilities was notified, and brought out contractor to repair the roof leak. No further committee comment or recommendation.

##### **2009-02-237:**

- Security officer tripped, but did not fall, down stairs.
- Supervisor corrective action: choose different footwear.
- J. Chynoweth asked S. Wagshul-Golden whether officers purchase their own footwear, and she confirmed this was the case. No further committee comment or recommendation.

##### **2009-02-067:**

- Painter scraping off a vinyl floor; repetitive action caused shoulder pain.
- No supervisor corrective action provided. Committee recommends that supervisor needs to provide corrective action.
- J. Chynoweth will follow up with employee's supervisor.

L. Wetzstein asked whether incidents involving students should be reported. She mentioned that there might be cases, for example in a science lab, where student employees are working alongside other students, and incidents or near misses should be reported in an effort to prevent future incidents.

D. Leonard stated that it is not a requirement to report incidents involving students, but it would be encouraged if there is a possible impact on employee safety.

J. Chynoweth asked whether Security could report student incidents from their log at each meeting, so that the committee could consider whether any of the incidents posed a threat to employee safety. S. Wagshul-Golden agreed.

#### Round Table

K. Davenport provided a report from J. Sundheim, who could not attend the meeting. She shared that several Library employees have recently signed up for the UW Alert system.

L. Wetzstein asked whether any of the debrillator units on campus had ever been used. D. Bailey replied that they had not. D. Leonard shared that units had been used on the Seattle campus.

S. Rondeau reported that there are now fire extinguishers in the computer labs where hot plates are used. He inquired about how they should be maintained. S. Wagshul-Golden replied that maintenance could be handled by EH&S and/or Facilities.

S. Wagshul-Golden shared that the installation of the blue emergency phone towers is almost complete. The phones are operational, but the broadcasting ability is still being programmed.

S. Rondeau asked whether the emergency posters in each classroom could be updated, and whether they are available electronically. S. Wagshul-Golden replied that there is a PDF version available online.

J. Chynoweth asked for a progress report on the new classroom evacuation maps. S. Wagshul-Golden replied that the signs were on their way from the printer, and that installation will be coordinated by EH&S once they arrive. She also shared that there could be funding left over in the project budget, which could be used for additional emergency signage.

Meeting was adjourned at 1:40 p.m.

Respectfully submitted,  
Kim Davenport