

UWT Health & Safety Meeting
Minutes
May 14, 2009

In attendance: Darren Bailey, Joe Chynoweth, Stephen Costanti, Kim Davenport, Linda Dawson, Dave Leonard, Naarah McDonald, Michael McMillan, Bruce Metzger, Tracey Norris, Stephen Rondeau, Jennifer Sundheim.

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

Agenda was adopted.

Minutes from April meeting were approved.

Report from UW-wide committee

S. Costanti provided a report from the UW-wide committee meeting:

- Jade van Buren, the new director of EH&S, was introduced
- L&I insurance report for 2008 was shared; rate has increased over 2007

Accident/Incident Reports

J. Chynoweth stated that the most recent reports had not yet been received, so would need to be shared at the next meeting.

Student Incidents

D. Bailey had no incidents to report.

Distress Calls to Security

K. Davenport raised the issue of a possible script for distress calls to Security, particularly for staff/faculty who might frequently work in isolation. D. Bailey replied that 'EDNA' was already in use as a distress word, but perhaps not all departments were aware of this. He agreed to ask S. Wagshul-Golden to communicate the distress policy to all departments.

Fire Drills

No one in attendance at the meeting was able to provide a report on the recent fire drills.

N. McDonald shared that not all building wardens brought their radios when evacuating buildings, and hoped this was an issue that could be addressed. J. Chynoweth suggested that the discussion be tabled until the next meeting, when S. Wagshul-Golden could provide comment.

Election of new secretary

N. McDonald volunteered and was unanimously elected to serve as the new secretary following K. Davenport's departure from the committee.

Round Table

J. Sundheim reported that D. Leonard was scheduled to provide first aid awareness training to Library staff on June 9.

M. McMillan passed on thanks from Betty Perry for the new evacuation maps posted around campus.

Meeting was adjourned at 1:25 p.m.

Respectfully submitted,
Kim Davenport