

W UNIVERSITY of WASHINGTON | TACOMA

UW Tacoma Health & Safety Committee Meeting
Minutes
August 13, 2009

In attendance: Carson Wright, Naarah McDonald, Joe Chynoweth, Stephen Rondeau, Carolyn Maxson, Donna Plummer, Lia Wetzstein, Stephen Costanti, Valerie Mediate, Karin Dalesky, Bruce Metzger

Guests Present: Susan Wagshul-Golden

J. Chynoweth called the meeting to order at 1:05 p.m.

J. Sundheim was asked to take notes as N. McDonald needed to leave at 1:30

Agenda was adopted with no changes.

Minutes from the July meeting were approved with the addition of an organization name.

Report from UW-wide committee

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

- A new policy/protocol has been drafted for the UW Health & Safety Committee Elections. Election notifications must be sent via two different avenues (thus the previous practice of election announcements through only the UWTLline will not be sufficient). An announcement through campus mail may also be necessary. The cost for any mailing is to be borne by each Health & Safety Committee unit. Only a hardcopy of the policy is currently available. S. Costanti will get a copy to N. McDonald who will scan it and make the policy available electronically to the rest of the committee.
- The list of campus departments/representatives for the UW Tacoma Health & Safety Committee needs to be "cleaned up" for the EH&S webpage. T. Norris and S. Rondeau volunteered to review the list and make the necessary changes.

Accident/Incident Reports

Two reports were filed. Copies of the reports were given to each committee member. One report involved an individual walking too quickly and slipping. Corrective action was for the individual to walk more slowly. The second report involved the dispersion of flame retardant chemicals from a hood while a science lab was in process. The report on the incident is 4 pages. Corrective measures are still ongoing thus the committee could not vote as to whether or not sufficient corrective action was taken. It was determined that the incident should be placed on the agenda for the October meeting and revisited for updates (L. Wetzstein, the representative for the Sciences will not be working on campus for the September meeting). Corrective actions that have been taken thus far are 1. New protocols for working in the lab with the flame retardant systems in the hoods (the flame retardant systems were previously unknown to the Science faculty and Campus Safety due to the fact that they were not in the original building specs for the labs) and 2. A follow up meeting between Science representatives, Campus Safety

and the Campus Facilities to improve communications between the three groups should another incident occur.

Student/Community Incidents

C. Wright presented one incident report: A student sustained a cut on the leg from a computer tray beneath a library table. J. Chynoweth asked if they tables needed to be retro fitted. C. Wright said that the tables had been looked at and it appears to have been an unusual incident.

Distress Scripts when Calling Security

Tabled until the September meeting when N. McDonald could be present.

Spending Committee Funds

There was some discussion about the need to use funds for the new elections processes. J. Chynoweth felt that the general university fund ought to cover the new mandate for election expenses. L. Wetzstein said that costs could be minimal if announcements consisted of small slips of paper sent through campus mail with a website address. C. Maxson suggested committee funds be used to acquire earthquake preparedness/emergency kits for the campus departments that do not currently own them. J. Chynoweth asked C. Maxson to look into prices and report back.

Violence Prevention Training

A motion was made to table discussion of this item until the September meeting as the meeting had reached 2pm. Motion was seconded and sustained.

Round Table

Adjournment of meeting left no time for roundtable.

Meeting was adjourned at 2:03 p.m.

-Jennifer Sundheim