

UW Tacoma Health & Safety Committee Meeting  
Minutes  
September 10, 2009

**In attendance:** Joe Chynoweth, Stephen Costanti, Gabriela Crosby, Carolyn Maxson, Naarah McDonald, Michael McMillan, Valerie Mediate-Urevig, Tracey Norris, Stephen Rondeau, Jennifer Sundheim, Carson Wright

Guests Present: Susan Wagshul-Golden, Dave Leonard

J. Chynoweth called the meeting to order at 1:15 p.m.

Agenda was adopted with one change. Item IX was moved to V.

Minutes from the August meeting were approved with no changes.

#### Report from UW-wide committee

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

- There was an H1N1 presentation that showed the cycle of flus and recommended steps to take for precautions: handwashing, stay home when sick, coughing/sneezing into sleeve not hands, etc. An e-mail from the UW President would come out shortly followed by links on webpages to additional information.
- The list of campus departments/representatives for the UW Tacoma Health & Safety Committee was reviewed, pared down, and presented to the U-wide Committee. It was also presented to the Tacoma Committee. It shows three departments that should have representation but don't. These departments will be included in the next round of elections this year.
- A list of pending L&I actions was distributed.
  - L&I consultation requested on asbestos release in McMahan, June 15-26, 2009. Testing has shown no asbestos above PEL and clearance limits at this point.
  - L&I advise requested on Workmen's Compensation costs by Risk Management. Three meetings have been held. UW average length of absence from claim is 66 days. This number is higher than other higher education institutions.
  - Variance requested fro stairwell in the Old Firehouse at HMC because there is not the required clearance.
  - A Telephone Fax investigation has been started in the complaint about mold and asbestos dust exposures in BB Tower on the 9<sup>th</sup> and 10<sup>th</sup> floors after a water pipe broke on July 29<sup>th</sup> during an asbestos abatement project on a hot water line. Report submitted showing limited mold growth; walls and carpeting being replaced to prevent future problems. All asbestos test results were below PEL limits. Repairs still underway.
  - September 1 a new "phone-fax" for the use of cell phones in the Parking and Security Dept. of HMC was received.

#### Violence Prevention Training

S. Costanti asked that the committee agree on a date for members to take the VP Training. The committee agreed to September 24 from 1:00-2:30pm. N. McDonald will schedule a room and send a reminder as to day, time and location. S. Wagshul-Golden will confirm that Officer K. Green is available as a trainer for that day.

### Accident/Incident Reports

This report was tabled until the next meeting. The reports were not present.

### Student/Community Incidents

C. Wright presented three incident reports: A MSL had an allergic reaction at an off campus function. A community member fell in the library and was transported for medical attention. A student reported that a community member fell on Court D, no action taken but noted since it was within the campus footprint.

### Distress Scripts – Tabled from August

Security is not recommending a script or distress word. These are tools not procedures. If the situation is dangerous, call 911 and hang up. Security will be notified. If staff/faculty is aware ahead of time that there is a possible situation, call Security ahead of time so they can schedule an additional patrol of the area or be present for the meeting. Talk to office mates to develop a plan ahead of time and practice it, so if a situation occurs, the team will be ready.

### Spending Committee Funds

A motion was made to table discussion of this item until the October meeting as time was running out. Motion was seconded and sustained.

### Round Table

T. Norris – Is there a plan for H1N1 for Tacoma Campus? S. Wagshul-Golden discussed draft document being developed and that e-mails would go out the following week. Messages would include general information on pandemics/preparation/toolkits/precautions. Information would be posted on the UW Tacoma home page and recommended looking at CDC and Pierce County Health Management websites for additional information.

J. Sundheim – There were several incidents in the Library in July. While the space under the Library was being cleaned, a staff member had an asthma attack. There was concern with how this was undertaken.

During the change out of the fire sprinklers in the library, an open box knife had been left on top of a stack of books. When a staff member was reaching for a book, the box knife fell off. No injury occurred.

While the scaffolding was constructed, the Library asked to close the doors for safety reasons. The request was denied by upper administration. The work lasted two weeks, which was longer than expected. During that time, doors had been left open/unlocked. Additionally, the sprinkler replacement dumped stagnate water to the outside of the building, which killed the plants. A patron fell on the stairs in the Library, and is pursuing action against the University. D. Leonard will look at the stairs.

A request was made that the Library and Facilities staff meet to debrief on the recent activity and create a clearer communication structure. Who is watching the contractors?

Meeting was adjourned at 2:05 p.m.

- Naarah McDonald