

**Health and Safety Committee Minutes
May 10, 2012**

In attendance:

Employee Elected Positions			
Organization	Representing	Elected Members	Present
Academic Affairs	Education	Donna Plummer	X
	Nursing	Nathan Ketzner	X
	Social Work	Gabriela Crosby	X
	Library	Dan Mandeville	X
	Teaching & Learning Center	Carolyn Maxson	X
	Academic Advising Center	Karin Dalesky	X
	Environmental Science/IAS – IAS	Noreen Slease	X
	Milgard School of Business	Rose Graham	X
	Academic Affairs, Global Honors, Urban Studies & Chancellor's Office	Shelby Fritz	X
	Institute of Technology	Stephen Rondeau -	X
Administrative Services	Administrative Services At-Large	Angela Zurcher	X
	Campus Safety & Security	Darren Bailey	X
	Facilities Services	Don Lee	X
Advancement	Advancement	Steve Costanti	X - CHAIR
Center for Urban Waters	Center for Urban Waters	Michelle Hartman	X
Enrollment Services	Enrollment Services	Linda Spence-Noyer	X
Equity and Diversity	Equity and Diversity	Sara Contreras	-
Information Technology	Information Technology	Darcy Janzen	X
Instructional Technologies	KeyBank Pro-Development	Brian Tetreault	X
Student Affairs	Student Affairs	Zachary Druce	X
Union: SEIU	Union: SEIU	Megan Bentley	-
Management Appointed Positions			
Organization	Position	Name	Present
UWT Environmental Health & Safety	Director of UWT EH&S	Dave Leonard	X
Human Resources	Director of Human Resources	Trish Fiacchi	X
Real Estate Office	Senior Asset Manager	Deidra Miller	X
Facilities Services	Director of Facilities Services	Milt Tremblay	X
Campus Safety & Security	Director of Campus Safety & Security	Susan Wagshul-Golden	X – VICE CHAIR
Faculty	Member of Faculty Assembly	Lee West	-
SUBJECT: Laboratory Safety	Instructional Supervisor-Environmental Science/IAS	Lia Wetzstein	X

Meeting called to order: 1:05 p.m.

May agenda: Agenda approved by committee members present.

April Minutes: Minutes approved by committee members present.

Safety Discussion: UWT Emergency Response Planning and how Evacuation Wardens are part of this plan – Susan/Dave

Susan discussed the emergency response planning being undertaken by UW Tacoma leadership. A table top exercise will be done in cooperation with UW Emergency Management.

University-wide Health and Safety Committee Report

A person from L&I presented “Safety Committee Role in Accident Prevention Programs (APPs).” He also reviewed how L&I reviews APPs.

A proposal to make Seattle a 100% non-smoking campus was also discussed. A petition will be sent to the Provost.

The power outage on campus was discussed. An after-action report is on the Emergency Management website. The phones at the UWT campus were down because they are served through UW Seattle.

Accident / Incident Reports

Case #	Summary	Supervisor Response	Committee Action
2012-04-017	I was getting up from my chair to write something on my wall calendar and hit my right knee cap on the handle of my desk drawer. The handle is metal and has sharp edges. It was extremely painful so I sat back down. I called my supervisor to let her know that it happened and then after a while I iced it.	Supervisor recommends that employee slow down a little, otherwise no other recommendation.	After discussion, the committee was satisfied with the information provided in the report. Committee determined no further action.
2012-04-019	Employee reports that she had set the carrying case for the CWTAP show vue on the floor next to her desk chair, rather than storing it in its customary location. She stated that she stood up and caught her right foot in the strap of the show vue case that was lying on the floor. This caused her to fall forward into her trash can and then on her hands and knees in the doorway of her cubicle.	Employee is scheduled to move to another cubicle and that will alleviate the restricted space issues. In the short term, employee has been instructed not to store or leave any items on the floor	After discussion, the committee was satisfied with the information provided in the report. Committee determined no further action.

Student incidents reported to Campus Safety

No report provided.

Union Report

No report provided.

EH&S Report

Dave Leonard provided the following report:

- Forklift training is being scheduled for Facilities Services employees as part of the compliance action for the recent L&I citation.
- A restroom on campus was discovered with a “blood spill” which resulted in the restroom being closed and secured until a specialty contractor cleaned it up and made sure it was safe for re-occupancy.

Round Table / New Business

Items discussed:

- Susan described an incident at 19th and Jefferson where a car with a mechanical issue was stopped from entering a pedestrian area by a barrier.
- Milt reported on check on the stairway concern at the Keystone Building. He found it to be within code and not a safety hazard.
- Linda noted and thanked those responsible for the changes were made at the stairway near the construction area.
- Lia reported on a faculty member doing “the right thing” and reporting on suspicious person on campus.
- Susan reported that ducklings were saved on campus. Lia provided an additional update, saying they were taken to a wildlife rehabilitation center.

Meeting adjourned: 1:44 p.m.

Respectfully submitted,

Dave Leonard

Next Meeting:
June 14, 2012