

**Health and Safety Committee Minutes**
**June 14, 2012**
**Tacoma Room (GWP 320)**
**In attendance:**

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

**Meeting called to order:** 1:03 PM

**June Agenda:** Agenda approved by committee members present.

**May Minutes:** Grammatical error in sentence draft minutes changed to: "Milt reported on his investigation of the stairway concern at the Keystone Building." With this change, the minutes were approved by committee members present.

**Adjust Standing Rules:** Steve discussed the need to change the existing standing rules since the committee meeting location has been changed to the Tacoma room. A motion was made to adjust the standing rule and a majority of the committee approved it.

**Presentation: Ladder Safety**

Dave gave a brief discussion about ladder safety, including the importance of training and having the correct type of ladder for the task. He also showed a video produced by WorksafeBC which can be viewed at: [www.youtube.com/watch?v=BASYh-MVYIo](http://www.youtube.com/watch?v=BASYh-MVYIo)

**University-wide Health and Safety Committee Report**

Steve & Susan reported that Seattle EH&S provided a presentation of building evacuation and the revised Emergency Evacuation and Operations Plan (EEOP) template. Part of the presentation emphasized the importance of personal preparedness.

**Accident / Incident Reports**

<b>Case #</b>	<b>Summary</b>	<b>Supervisor Response</b>	<b>Committee Action</b>
2012-05-084	Staff member lifted US Postal mail tub (approx weight 15 pounds) from a waist-high table and hurt lower back	Proper lifting techniques should be reviewed, especially in light of pre-existing condition. Regular use of back support/PPE should be considered.	After discussion, the committee was satisfied with the information provided in the report. Committee determined no further action.
2012-05-090	Person was assisting with a women's self-defense class. During a simulated attack, Person assumed a bad position. Injury to outside of left knee. Seen at UWMC ER and a strain was diagnosed.	Will verify with employee if all equipment and padding is adequate for the physical simulations. And that proper physical stance is taken prior to instruction.	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

### **Union Report**

Report of a concern about people working alone at Urban Studies. Campus Safety and Security responded that they will follow up.

### **EH&S Report**

Action to complete the abatement issues with the Department of Labor and Industries citation continues. Current focus will be on personal protective equipment (PPE) and orientation to safety procedures at the UW.

### **Round Table / New Business**

Items discussed:

- Request for better signage for pedestrian safety at Dolly Roberson Lane. Deidra suggested additional directional arrows and re-painting the existing arrows would help emphasize it is a one way street. Dave provided a brief update on other areas where pedestrian safety improvements are being sought with the City of Tacoma.
- Concern expressed about thefts on campus. People have heard that food, cash and computers have been stolen. Request for communication about security issues. Susan provided an update on recent events and provided advice on preventing thefts.
- Susan reported that the recent fire extinguisher classes were well attended and well received.

**Meeting adjourned:** 1:45 PM

Respectfully submitted,

Dave Leonard

Next Meeting:  
July 12, 2012