

**Health and Safety Committee Minutes
September 13, 2012
Tacoma Room**

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	Suzanne Klinger	X
	Teaching & Learning Center	Carolyn Maxson	X
	Academic Advising Center	Karin Dalesky	-
	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	-
Advancement	Advancement	Steve Costanti	X - CHAIR
Center for Urban Waters	Center for Urban Waters	Michelle Hartman	-
Enrollment Services	Enrollment Services	Linda Spence-Noyer	X
Equity and Diversity	Equity and Diversity	Sara Contreras	-
Information Technology	Information Technology	Darcy Janzen	-
Instructional Technologies	KeyBank Pro-Development	Brian Tetreault	-
Student Affairs	Student Affairs	Zachary Druce	-
Union: SEIU	Union: SEIU	Megan Bentley	X
Management Appointed Positions			
Organization	Position	Name	
UWT Environmental Health & Safety	Director of UWT EH&S	Dave Leonard	X
Human Resources	Director of Human Resources	Trish Fiacchi	X Iris Marx
Real Estate Office	Senior Asset Manager	Deidra Miller	-
Facilities Services	Director of Facilities Services	Stanley Joshua	-
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	-

Meeting called to order: 1:00 PM

September Agenda: Agenda approved by committee members present.

August Minutes: Minutes were not available for review.

Presentation: Campus CERT Program

Ute Weber from Emergency Management provided information about the Campus CERT program that will be offered at the Tacoma campus October 4th and 5th. The reason why such a program is being provided, as she described, is the campus is a city within a city. The training is free and participants will receive a kit valued at \$150. Susan stated that having this program offered and available on campus is a result of a recent campus leadership exercise that recognized, and as a result, supported this need.

Student Health and Wellness

Nancy Cook from the Student Health and Wellness Center reviewed their services, shared that they are now located on the third floor of the Mattress building. She also introduced Kaelin Langer and Laura Laura Penalver-Vargas who are interning to complete their doctorate.

Student Government

Michael Lockwood and Tyler Bjork, ASWUT Senators, introduced themselves and described their work and goals for the Student Relations Committee.

Accident / Incident Reports

Case #	Summary (Summarized)	Pr Response (Summarized)	Committee Action
2012-07-062	Person tripped on 2nd floor of the library stacks. Library Staff went to investigate and spoke with the injured patron, UW Faculty member said that as she was reaching for a book in the LB section of the stacks she hadn't noticed the step stool below her. She tripped on it, fell and ended up with a bleeding lip. Library staff contacted UWT Security. Staff assisted the injured patron to a table on the first floor and provided first aid. After consulting with Security, the injured patron assured staff and Security that she was fine and able to return on her own to her office.	Facilities requested to Maybe review alternative placement of step stools.	After discussion, the committee was satisfied with the information provided in the report. Committee determined no further action.
2012-08-010	Facility Service employee was doing work on wall at Mattress Factory Building Work Order # 101828 and insured power was off prior to work. In the process of removing the metal studs from wall, one of the studs came in contact with a two 3 way switch box controlling two separate lights in MAT351 creating a short witch tripped the main breaker for the MAT building cutting of power. The switch box was not open at that point only the cover was off but one switch moved inside the metal box and one of the wires touched	Recommendations are to insure power is off prior to work.	Stanley Joshua provided more details and actions that will be taken to prevent further incidents. After discussion, the committee was satisfied with the information provided in the report. Committee determined no further action.

	the box. At that point disconnected the affected light switch and insulated all the wires before the power was restored. The breaker on that circuit did not trip. There were no injuries and no property damage. The Director and supervisor were informed on this incident.		
2012-08-031	Assisting in lifting door frames and strained my knee.	Blank	Dave stated he will follow-up to get a complete report that the committee could review in the future.

Student incidents reported to Campus Safety

A student tripped on the edge of a step at the Grand Stairs. Person only had minor injuries and no first aid was needed.

Union Report

No report

University-wide Health and Safety Committee Report

Steve reported that the meeting was short and there was no presentation. There was a discussion that there are three Department of Labor and Industries investigation that are open on the Seattle campus, two involving electrical work and electricians and the other involving exposure to formaldehyde.

EH&S Report

- Dave Leonard reported that Emergency Warden training will be held September 11.
- Dave introduced Stanley Joshua, the new Director of Facilities Services.

Round Table / New Business

Due to time constraints, this item was postponed until the next meeting.

Meeting adjourned: 2:00 PM

Respectfully submitted,

Dave Leonard