

**Health and Safety Committee Minutes  
February 12, 2015  
1 PM to 2 PM, Cherry Parks 331**

In attendance:

<b>Employee Elected Positions</b>			
<b>Organization</b>	<b>Representing</b>	<b>Elected Members</b>	<b>Present (X)</b>
<b>Academic Affairs</b>	Education	<b>Donna Plummer</b>	<b>X</b>
	Nursing	<b>Nathan Ketzner</b>	<b>X</b>
	Social Work	<b>Gabriela Crosby</b>	<b>X</b>
	Library	<b>Suzanne Klinger</b>	<b>X</b>
	Teaching & Learning Center	<b>Carolyn Maxson</b>	<b>X</b>
	Academic Advising Center	<b>Karin Dalesky</b>	<b>X</b>
	IAS	<b>Paul Cigarruista</b>	<b>-</b>
	Milgard School of Business	<b>Erica Howard</b>	<b>X</b>
	Academic Affairs, Global Honors, Urban Studies & Chancellor's Office	<b>Silvia Neely</b>	<b>-</b>
	Institute of Technology	<b>Stephen Rondeau</b>	<b>X</b>
	<b>Administrative Services</b>	Administrative Services At-Large	<b>Angela Zurcher</b>
Campus Safety & Security		<b>Darren Bailey</b>	<b>-</b>
Facilities Services		<b>Don Lee</b>	<b>-</b>
<b>Advancement</b>	Advancement	<b>Tyler Pederson</b>	<b>X</b>
<b>Center for Urban Waters</b>	Center for Urban Waters	<b>Dustin Annis</b>	<b>-</b>
<b>Enrollment Services</b>	Enrollment Services	<b>Linda Spence-Noyer</b>	<b>X</b>
<b>Equity and Diversity</b>	Equity and Diversity	<b>Sara Contreras</b>	<b>X</b>
<b>Information Technology</b>	Information Technology	<b>VACANT</b>	
<b>Instructional Technologies</b>	KeyBank Pro-Development	<b>Brian Tetreault</b>	<b>-</b>
<b>Student Affairs</b>	Student Affairs	<b>VACANT</b>	
<b>Union: SEIU</b>	Union: SEIU	<b>VACANT</b>	
<b>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>	<b>X</b>
<b>Human Resources</b>	Director of Human Resources	<b>Trish Fiacchi</b>	<b>-</b>
<b>Real Estate Office</b>	Senior Asset Manager	<b>Deidra Miller</b>	<b>-</b>
<b>Facilities Services</b>	Director of Facilities Services	<b>Stanley Joshua</b>	<b>X</b>
<b>Campus Safety &amp; Security</b>	Director of Campus Safety & Security	<b>Susan Wagshul-Golden</b>	<b>X</b>
<b>SUBJECT: Laboratory Safety</b>	Instructional Supervisor-Environmental Science/IAS	<b>Aron Rigg Michelle Miller</b>	<b>X</b>
<b>Ex-Officio - Committee Support</b>			
<b>Organization</b>	<b>Position</b>	<b>Name</b>	
<b>UWT Environmental Health &amp; Safety</b>	Committee Secretary	<b>Galen Guffy</b>	<b>X</b>

(Total Number of Safety Committee Positions = 26+Union; Approved Standing Rules, Quorum = 10)

**Meeting called to order:** 1:00 PM

**Agenda:** Agenda adopted.

**Minutes:** January 2015 minutes reviewed. Motion passed to amend January 2015 to include Dave Leonard's Environmental Health & Safety Report.

**OARS REPORTS:**

There was an explanation and discussion of the following OARS Reports that came in for January 2015:

- **Report Number 2015-01-021:** 1/7/2015 Employee was shoveling and hurt his back. Sustained Level I injury. Supervisor response: pending;
- **Report Number 2015-01-041:** 1/13/2015 Employee dislocated his knee while getting into their parked car on a business trip resulting in employee being trapped in their car until the paramedics came and assisted with his removal from the vehicle at which point the employee's knee cap popped back into place. Sustained Level I injury. Supervisor reviewed and discussed incident with employee;
- **Report Number 2015-01-090:** 1/26/2015 Cumulative hearing loss due to years of working in loud mechanical rooms and with loud equipment as reported on L&I Claim #AW11854. Sustained Level I injury. Supervisor response: n/a-employee separated. Dave Leonard to follow up if necessary;
- **Report Number 2015-01-094:** 1/26/2015 Employee stubbed toe on uneven sidewalk and fell down on the concrete injuring left hand, elbow, shoulder and right knee. Sustained Level I injuries. Supervisor commented on uneven sidewalk-reported it to UW Campus Safety for evaluation. Follow up for Susan Wagshul-Golden, Campus Safety Director-Campus Safety could not find any place in the sidewalk where this incident occurred that looked markedly uneven.

**Student Incidents in January 2015:**

- A student had a cardiac incident at the UWT YMCA. Went to urgent care.
- A student who was recovering from a recent hip surgery forgot her crutches at home and came to class and fell down while walking down the Grand Staircase. Student was not holding onto the railing at the time.

**Environmental Health & Safety Report-Dave Leonard:** Update on various safety traffic revision and construction projects on campus occurring during Winter and Spring Quarter 2015, including:

1. **17<sup>th</sup> Street Realignment Project:** Outline of the three parts of the project that is underway and slated for completion in early April weather permitting:
  - Water main replacement
  - Placement of underground storm drain
  - Re-alignment of 17<sup>th</sup> Street
2. **McDonald Smith Artist Loft Conversion:** currently the contractors are removing small amounts of regulated building materials i.e. asbestos and trace lead amounts. There is noise and congestion on Dolly Roberson Way.
3. **19<sup>th</sup> Street Bollard Project:** 15,000 lb bollards to be placed at 19<sup>th</sup> and Jefferson at the top of the Grand Staircase to address potential safety issues such as the motor home

fatality incident that occurred in August 2014. Project slated to be completed in early June 2015.

4. Improvements to **Tioga Library Building**.
5. **Edge Safety Eyewear** to come to campus and give an eye safety presentation in early March 2015.

### **Round Table Discussion:**

#### **Old Business:**

- **Linda:** Stanley Joshua followed up on the lighting on concerns that the 2<sup>nd</sup> floor of the Mattress Factory seems inadequate.
- **Stephen/Dave:** No new update as to when the UWide meeting might happen at UWT.

#### **New Business:**

- **Linda:** There was painting going on at the Mattress Factory and the fumes irritated/affected the staff there. Linda asked for prior notification of any painting or other work requiring the use of chemicals that might adversely affect staff. Stanley Joshua responded with a promise to issue a UWT line notification prior to any work being done.
- **Linda:** Issued a work order to Facilities to resolve issue of “daisy chained” computers-referring to computers improperly plugged into extension cords and surge protectors. Stanley and Dave to follow up.
- **Aron:** Noticed that ladders were left standing in place for days and sometimes weeks at a time. Stanley asked that if anyone observes this again to please report it immediately to facilities. Also mentioned that there are no Floor Wardens at IAS.
- **Aron:** Introduced Michelle Miller, our new Divisional Manager of Math and Sciences for IAS, as his replacement on the UWT EH&S Committee.
- **Susan:** Upcoming Catalyst survey to be sent out to Campus Floor Wardens. The survey would inquire whether existing campus floor wardens would like to have regular meetings. Susan would like to have a regular floor warden online newsletter.
- **Karin:** Referring to the microwave fire at WCG last month stated a need for a protocol around fires-evacuation procedures and a map of meeting points
- **Angie:** Fire drill protocol is especially important as there is a blind faculty person whose office is on the 4<sup>th</sup> floor of GWP

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

Stephen Rondeau attended the University-wide Health and Safety Committee meeting on February 11, 2015. He reported on several highlights of the meeting, including:

- **Organization Group Reports of Note:**
  - A. **Administration:**
    - Emma Alder outlined a proposal for Accident Trainings for UW Supervisors. These trainings will focus on the proper completion of OARS reports with a focus on investigating root causes.
  - B. **Students with Seizures:**
    - The proper protocol for dealing with someone having a seizure on campus is to call 911.

**C. Bothell Campus:**

- Problem with drivers speeding around new speed control signs just to test the signs.

**D. UNION:**

-Raised idea of training around Active Shooter Response; having a first aid kit on hand to deal with Active Shooter situations with a red sign to put out for paramedic teams indicating affected floors/offices.

-Revisited the Non-Smoking Campus paradigm shift to include all UW owned facilities and leased properties.

**Meeting adjourned: 2:00pm**

Respectfully submitted,

Galen Guffy

Next Meeting:

March 12, 2015 1pm to 2pm

Location WCG 322