

**Health and Safety Committee Minutes  
May 14, 2015  
1 PM to 2 PM, CP 103**

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>	-
	Nursing	<b>Nathan Ketzner</b>	X
	Social Work	<b>Gabriela Crosby</b>	X
	Library	<b>Suzanne Klinger</b>	X
	Teaching & Learning Center	<b>Carolyn Maxson</b>	X
	Academic Advising Center	<b>Karin Dalesky</b>	-
	IAS	<b>Paul Cigarruista</b>	-
	Milgard School of Business	<b>Erica Howard</b>	X
	Academic Affairs, Global Honors, Urban Studies & Chancellor's Office	<b>Silvia Neely</b>	X
	Institute of Technology	<b>Stephen Rondeau</b>	X
	<b>Administrative Services</b>	Administrative Services At-Large	<b>Angela Zurcher</b>
Campus Safety & Security		<b>Darren Bailey</b>	-
Facilities Services		<b>Don Lee</b>	X
<b>Advancement</b>	Advancement	<b>Tyler Pederson</b>	X
<b>Center for Urban Waters</b>	Center for Urban Waters	<b>Dustin Annis</b>	X
<b>Enrollment Services</b>	Enrollment Services	<b>Linda Spence-Noyer</b>	X
<b>Equity and Diversity</b>	Equity and Diversity	<b>Sara Contreras</b>	-
<b>Information Technology</b>	Information Technology	<b>Josh Carper</b>	X
<b>Instructional Technologies</b>	KeyBank Pro-Development	<b>Brian Tetreault</b>	-
<b>Student Affairs</b>	Student Affairs	<b>Megan Fuhlman</b>	X
<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>	X
<b>Human Resources</b>	Director of Human Resources	<b>Trish Fiacchi</b>	-
<b>Real Estate Office</b>	Senior Asset Manager	<b>Deidra Miller</b>	-
<b>Facilities Services</b>	Director of Facilities Services	<b>Stanley Joshua</b>	X
<b>Campus Safety &amp; Security</b>	Director of Campus Safety & Security	<b>Susan Wagshul-Golden</b>	X
<b>SUBJECT: Laboratory Safety</b>	Instructional Supervisor-Environmental Science/IAS	<b>Aron Rigg / Michelle Miller</b>	X
<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>	X

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

**Meeting called to order:** 1 PM

**Agenda:** Agenda adopted.

**Minutes:** April 2015 minutes approved.

**OARS REPORTS:**

*Accident Summary Report*

*HSC 8*

*4/1/2015 to 4/30/2015*

<i>Case#</i>	<i>Org Name</i>	<i>Job Title</i>	<i>Date Reported</i>	<i>Employee Activity</i>	<i>Supervisor Corrective Action</i>
2015-04-028	T-BUSINESS		4/13/2015	Staff member was bending over to pick up purse and stood up straight and hit back of head on overhead cabinet.	The UWT safety representative came to see her office layout. It was suggested that a table/desk be placed under the cabinet or that the overhanging cabinet be removed or padded.
2015-04-034	EDUCATION-T	[REDACTED]	4/15/2015	I was walking to work from the Court 17 parking lot - using the new cross walk on Jefferson between PNK and DOU. As I began to walk across the cross walk I misjudged and my foot rolled off the curb and I twisted and fell onto my Right Knee - causing swelling and bruising to my knee and leg.	The employee's assessment is that the incident was accidental. However, it may be worthwhile to have an SME check that curbing paint and other directional items are up to standard in the area.
2015-04-037	DEVELOPMENT-T	[REDACTED]	4/15/2015	Cut thumb with pair of scissors while trying to open a cardboard box of supplies that came in the mail.	Order a box cutter and recommend no longer using scissors to open boxes.

**Student Accident Report – Susan Wagshul-Golden:**

4/2/2015 A student fainted in Science 309. Campus Safety Officer called 911 and the woman was transported to the hospital.

4/15/2015 A student working on the Clothesline Project injured their arm while trying to secure a pole. UWT Facilities helped to stabilize the pole so that the project could continue to be safely displayed.

4/27/2015 Accident at 21<sup>st</sup> & C Street. A driver proceeding through the intersection had the sun in their eyes and did not see the two pedestrians crossing in front of his car. The pedestrians were students. He ran into the pedestrians who fortunately only had minor injuries (bumps and bruises) as a result. The driver was cited by the Tacoma Police.

**Environmental Health & Safety Report-Dave Leonard:**

1. **17<sup>th</sup> Street Pedestrian Safety Improvement Project:** This project is now complete.

**Washington State Department of Labor and Industries (L&I) Investigation.** On 5/13 2015 an L & I investigation was opened due to a formal employee complaint regarding a malfunction with the trash compactor located on Dolly Roberson Way behind The Harmon. The issue was that the interlock for the door that one opens to put trash into the compactor was not functioning as designed. The interlock is not to allow trash to compact when the door is opened, but unfortunately at the time of the inspection, even with the door opened, the compactor operated. As a result, use of the compactor was immediately stopped by the UW until it was repaired later in the day by the service provider. There were no incidents or injuries related to this malfunction. What is known at this time is that the UW was unaware that there was an issue and it seems that the person with the concern first contacted L&I with a formal complaint rather than first contacting Facilities Services that there was an issue. The compactor is allowed to be used by other non-UW entities in the area through an arrangement, and L&I inspector indicated that the complaint came

from a UW employee. In addition, the UW had the compactor serviced just the day before regarding a hydraulic line, and the service tech did not report any issue regarding the

2. In lieu of the Safety Presentation that Dave ordinarily does he called for input from the committee to share what they would be interested in learning about future presentations. He invited the committee to co-present on safety topics and asked for input regarding a periodic newsletter outlining our different safety presentations. Dave said he would talk about water and boating safety in a future meeting.

### **Round Table Discussion-New Business and Old Business:**

#### **Old Business:**

**Stephen:** Do we have a plan for re-routing traffic for the 19<sup>th</sup> Street Barrier Project? **Dave:** Still waiting on an update to provide the committee.

**Susan:** The recent active shooter incident at Clover Park Technical College turned out to be a hoax. Discussion followed regarding active shooter training availability and necessity.

#### **New Business:**

**Susan:** Suggested a calendar of safety trainings on the campus throughout the year with theme months. Proposed discussion about this next month.

#### **Angie:**

- 1) Concern about the slope of the Prairie Line Trail on the north side of the Keystone Building. Pedestrians traverse this slope all the time. It is steep and poses a potential safety hazard, not to mention the damage to the landscaping from the foot traffic.
- 2) Discussion of boat safety, including: required training, Boat Safety Card requirement and boating equipment list.
- 3) Angie would be willing to co-present a safety topic about food safety and food handling.

#### **Linda:**

- 1) Had to call Facilities Services regarding the tar fumes and odor from the roofing of the McDonald Smith Building. Facilities mitigated the problem. Dave reassured everyone that the roofing project at MDS is almost done.
- 2) A light fixture at the Mattress Factory stopped working due to water leakage in the ceiling area. The problem was addressed and resolved by Facilities.

**Erica:** Discussion – the intersection of 17<sup>th</sup> & Jefferson should be a 4 way stop instead of a 2 way stop.

**Tyler:** A man hole cover at Commerce and Jefferson appeared to be very slick due to rain. A potential safety hazard.

**Dustin:** Staff and faculty in nursing very bothered by the tar fumes from the MDS roofing project.

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

Stephen reported on the University-wide Health and Safety Committee meeting on May 13th, 2015.

1. A discussion about the lack of mandatory safety training on UW campuses.
2. A presentation called: "Royal Flush-Handling Water Contamination and Prioritizing What to Flush First."

**Meeting adjourned:** 2:10pm

Respectfully submitted,

Galen Guffy

Next Meeting:

June 11, 2015 1pm to 2pm

Location: CP 103