

**Health and Safety Committee Minutes
April 14, 2016
1 PM to 2 PM, WCG 322**

Employee Elected Positions			
Organization	Representing	Elected Members	Present (X)
Academic Affairs	Education	Donna Braboy	X
	Nursing	Susan Johnson	-
	Social Work	Gabriela Crosby	X
	Library	Hannah Wilson, Co-Chair	X
	Teaching & Learning Center	Carolyn Maxson	X
	IAS	Emily Cili-Turner	-
	Milgard School of Business	Erica Howard	-
	Academic Affairs, Global Honors, Urban Studies & Chancellor's Office	Silvia Neely	X
Administrative Services	Institute of Technology	Robert Landowski	-
	Finance & Administration At-Large	Galen Guffy	X
	Campus Safety & Security	Robert Whitfield	-
Advancement	Facilities Services	Don Lee	-
	Advancement	Alex Volkman, Co-Chair	X
Center for Urban Waters	Center for Urban Waters	Alex Gipe	-
Enrollment Services	Enrollment Services	Linda Spence-Noyer	-
Equity and Diversity	Equity and Inclusion	Sara Contreras	X
Instructional Technology	MEDEX	Vanessa Bester	-
Student Affairs	Student Affairs	Megan Fuhlman,	-
Ex-Officio - Committee Support			
Organization	Position	Name	
UWT Environmental Health & Safety	Director of UWT EH&S	Dave Leonard	X
Facilities Services	Director of Facilities Services	Stanley Joshua	X
Campus Safety & Security	Director of Campus Safety & Security	Susan Wagshul-Golden	X
SUBJECT: Laboratory Safety	Instructional Supervisor-Environmental Science/IAS	Michelle Miller	-
Organization	Position	Name	
UWT Environmental Health & Safety	Committee Secretary	Galen Guffy	X

Meeting called to order: 1:00 PM. March Minutes reviewed and approved as written with one change requested by Sarah Contreras: "Equity and Diversity" to "Equity and Inclusion," the new department name. Agenda adopted with one amendment: Susan Wagshul-Golden's Campus-wide Active Shooter Lockdown Drill presentation.

<i>Accident Summary Report</i>					
<i>HSC 8</i>					
<i>3/1/2016 to 3/31/2016</i>					
<i>Case#</i>	<i>Org Name</i>	<i>Job Title</i>	<i>Date Reported</i>	<i>Employee Activity</i>	<i>Supervisor Corrective Action</i>
2016-03-012	FINANCE ADMIN-T	MMQ	3/4/2016	This is the work request: "I have an acid cabinet that needs to be removed and taken to the garbage or metal recycling. It has been cleaned and I have a "Notice of Laboratory Equip. Decontamination" displayed. It is currently mounted/bolted in our chemical storage cage; however, I may have removed it and a new one in place before you respond to this request. I will leave the old cabinet in a visible location near the storage cage. Most likely this request will be followed by another to secure the new storage cabinet. Thank you, Aron".... and this is the work # 6774 assigned to me by my supervisor Sergio Camillo. In the processes of moving the acid cabinet some airborne residue from the cabinet got on my face and exposed hands skin and I did feel a burning sensation. I was wearing gloves. There was a decontamination note attached to the cabinet. I did wash my face and hands with soap and water and the burning sensation went away. There was not visible damage to my face skin or hands. There was not need for medical attention. I did talk with my supervisor about the incident and asked him about proper disposal of the acid cabinet or another hazardous materials. In my opinion this type of requests should be further investigated in more detail before becomes a work order and gets assigned to a trade person or individual, have a plan in place for removal and dispose trash or recycle this type of equipment.	█ wore gloves during this process and since it had been cleaned and labeled by the SCIENCE dept as "Notice of Laboratory Equip. Decontamination", he figured it was safe to handle. Maybe the SCL dept should have some disposal protocol in place that improves the risk of causing harm to any personnel.
2016-03-029	INTERDISCIPLINARY ASS-T	█	3/10/2016	While negotiating the front steps of the art building (the Whitney) in the dark, carrying supplies, I tripped, falling down a couple of steps and landing on the concrete sidewalk. I bruised my hip, elbow and have a four inch abrasion on the latter. My pelvis and back may be out of alignment. I sat on the ground for a minute while my graduate student assessed whether I needed help walking. I was able to walk but asked for ice at a local restaurant to deal with the swelling and pain. I have not seen a doctor. It should be noted that the steps of the Whitney are steep, narrow and always require great caution. There is no entry or exit to the building without steps.	Replace stairs and install a proper ramp for carrying large loads.

Campus-wide Active Shooter Lock Down Drill: Susan Wagshul-Golden

On Wednesday, May 4, 2016 between 10am and Noon and 5pm and 7pm, there will be a ten minute Campus-wide Active Shooter Lock Down Drill. Participation in this drill is mandatory for all faculty, staff and students. The purpose of this drill is to establish baseline data about our preparedness as a campus to deal with an Active Shooter event.

Susan showed us UWT Campus Safety's updated webpage with a special section that focuses specifically on Active Shooter situations. The most important thing to remember is the Run, Hide, Fight sequence for dealing with an active shooter situation. The group viewed one of the videos on the Campus Safety webpage. Susan answered many questions from the group and also encouraged everyone to take on of the pre-drill trainings coming up the next week. More information about this drill and active shooter situations can be found at:

<http://www.tacoma.uw.edu/campus-safety/active-shooter-emergency-guide>

U-Wide Safety Meeting at UW Seattle: Hannah Wilson

- Emma Alder reported on the University wide OARS statistics for 2015. Two thirds of the OARS came from the UW Medical Center. The general statistics showed an overall decrease in work

hours missed due to injury. UW Tacoma had 29 OARS filed in 2015. Five of them were serious injuries.

- The U Wide Committee is close to finalizing their new fire warden guidelines. These will be implemented at all three campuses.
- UW Seattle is developing in-house maps for evacuation. These will be developed for UW Tacoma and UW Bothell as well.
- UW Seattle is hosting ergonomics classes and trainings. Other UW campuses can schedule a free ergonomic assessment through UW Seattle.

Meeting Adjourned at 2:00 pm

Minutes Respectfully Submitted by:

Galen Guffy, Secretary

UW Tacoma Safety Committee