

**Health and Safety Committee Minutes  
August 11, 2016  
1 PM to 2 PM, CP103**

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

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

**Adoption of Current Agenda and July 2016 Minutes:** Approved.

**Announcements:** The Committee welcomed its newest representative, Jennifer Wilson, Program Support Supervisor for the UW Tacoma Academic Advising Center. Jennifer will round out the fine team of colleagues that represent UW Tacoma's Academic Affairs Division for the UW Tacoma Safety Committee.

**OARS REPORTS: Hannah Wilson**

*Accident Summary Report*

*HSC 8*

*7/1/2016 to 7/31/2016*

<i>Case#</i>	<i>Org Name</i>	<i>Employee Activity</i>	<i>Root Cause</i>	<i>Supervisor Corrective Action</i>
2016-07-068	STUDENT AFFAIRS-T	A youth participant with the Math-Science-Leadership (MSL) Program jumped to touch a light fixture and the light fixture landed on his head causing him to bleed. MSL instructors contacted 911 and provided paper towels to stop the bleeding from the participant's head. Campus Safety was alerted and monitored the situation. I (Dominic Crisostomo) contacted the participant's mother and father with details about the emergency. Tacoma Fire Department and EMTs were on sight to administer additional assistance. Shortly after, both mother and father arrived to the scene. After vitals were taken, youth was taken to the emergency room by his mother. I (Dominic Crisostomo) was notified by the participant's mother after the ER visit that 5 stitches were needed but no CT scan was needed.	It was reported to me that the youth did not tap the light pole with excessive force, so equipment could have played a role if the cover was loose. However, the youth jumped up and tapped the light pole, so horseplay was the root cause of the injury.	The staff are well-trained on specific behavioral management tools and provided with continuous support in applying the tools. The staff who were leading the group where the youth was hurt were verbally reminded to watch out for and stop any horseplay behaviors like the youth had engaged in that caused the injury. In addition, all staff in similar roles were made aware of the injury, how it occurred, and were given a verbal reminder to avoid rough play. In addition, the youth and the parents of the youth were reminded that horseplay like that is not allowed in the program.

The Committee discussed this incident and determined that it was resolved satisfactorily. No further, follow up action is needed.

**U-Wide Safety Meeting at UW Seattle: Hannah Wilson**

\*The UW Health & Governance Task Force held a large round table event to review their survey data. They determined that the campus considered drivers' safety and first aid top safety priority items.

\*There will be an all campus-wide "Shake Out Drill" to test our earthquake preparedness on October 20, 2016. UW Tacoma divisions/departments are registered to participate in this drill. Susan commented that it may be a good idea to survey our campus to determine if the Committee should sponsor a preparedness training for our divisions/departments. Susan also indicated that there is a wealth of information on preparing for earthquakes online at the UW Tacoma Campus Safety and Security webpage: <https://www.tacoma.uw.edu/node/39696>.

\*OSHA announced that it is increasing the amount of its fine for repeat occupational safety violations. This is important because a violation on any of our campuses counts as a penalty towards the entire University of Washington system.

\*UW Tacoma needs to start submitting our Safety Committee Meeting Minutes to the UWide Committee.

\* Minutes from the U-Wide Safety Committee meetings can be found at: <https://www.ehs.washington.edu/ohsafcom/mtgminutes16.shtm>

Commented [d1]: Galen, help. Are we going to do this now?

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

Dave addressed the following safety issues on campus:

- The City of Tacoma (COT) Pedestrian Safety Engineer, Brendan Kidd, will attend UW Tacoma's October Safety Committee Meeting to discuss pedestrian safety on campus. Committee members are encouraged to submit pedestrian safety focused questions and concerns ahead of time so that a targeted agenda can be prepared for this meeting. The Committee voted to extend its October meeting by .5 hour to accommodate Brendan's presentation and our questions.

- As an adjunct to the Tacoma Paper & Stationary (TPS) building construction, the sub-street infrastructure on Jefferson Street is undergoing significant refurbishment and as a result, Jefferson street between 19<sup>th</sup> and 17<sup>th</sup> streets is closed to cars and pedestrians.
- During the Jefferson street upgrade, Mortensen the contractor at TPS will be removing the lead paint on the outside of the building.
- It has been determined that the UW Tacoma campus, as a result of its history as an industrial site, has soil and groundwater contamination deep under the ground that the campus sits on. So, as a result of the UW's Agreed Order of Investigation in conjunction with the Department of Ecology, the University of Washington has contracted with GeoEngineers to investigate UW Tacoma's soil and groundwater contaminations. Currently sample wells are being installed around campus for this purpose.

**Deferred Maintenance and Repair Roundtable-Dave Leonard:**

The Committee had a roundtable discussion about different deferred maintenance and repair issues around the UW Tacoma Campus:

- Dave: Building systems have a life and they need to be regularly maintained for optimal longevity. Ultimately, most building systems will need to be replaced, refurbished, retrofitted or upgraded once or several times during a building's lifetime.
- Stanley: The kind of deferred maintenance items we deal the most with here at UW Tacoma are
  - carpet
  - paint
  - lighting
  - fire & HVAC systems

What we find is that there is usually money set aside in the UW budget to build new buildings but less often is there money in the budget for maintenance and repair. We need to strike a balance between deferred maintenance and development projects. We have a list of deferred maintenance items that we track and prioritize as funding comes available. Our M.O. is to try to extend the life of all systems as much as possible and then replace as necessary. What we find is that labor is often more expensive than equipment, parts and/or supplies.

- Alex: The "W" at the top of the Grand Staircase was recently vandalized and defaced. What is the UW's plan to safeguard this structure? Will we illuminate it at night in the future? Stanley: the lighting of the "W" at night has been upgraded. We are in the process of building the "W" into our deferred maintenance plan. Susan: the "W" has been treated with graffiti resistant paint. Campus Safety and Security always photographs any graffiti on the "W" or other external surfaces to determine whether or not it is gang related. We share these photographs with the Tacoma Police Department. In the future the UW will try to plan for surfaces that are pre-treated with protective coatings to shield them from graffiti/defacement.
- Stanley: If anyone sees a deferred maintenance issue, please do not hesitate to submit a work order.

**Regular Round Table Discussion:**

- Erica: The Dougan elevator was out-of-order for almost a month. We need to figure out acceptable ADA alternate routes during these kind of long range repairs.

- Erica: I heard about lead contamination in the water around Tacoma. What about the water at UW Tacoma?
- Dave: there were a few instances of lead contamination being found in Tacoma's city drinking water. The story as seen in the news is that Tacoma Water (TW), the utility that provides our water on campus, tested and reported that water supplied to some residential homes in Tacoma was found contaminated with lead due to the fact that the water went through a lead pipe that was sometimes used 100 years ago that was located between the main water line and the meter before the water entered the home. As a result, there has been concern that other locations in Tacoma could have this lead pipe causing contaminated water to enter a building, including on our campus. In response, Stanley and Dave reported they are working with TW and have confirmed that pipes supplying water to UW Tacoma buildings are not made of lead. One reason is that new water pipes were installed at many of our locations when the buildings were refurbished to use as academic buildings. TW also reports that they would have not used the lead pipes in our area. Dave also reported testing is being done at each of the UW Tacoma campus buildings to confirm the safety of the water. So far, with the information known to date, everything is good.
- Carolyn: There were police cars driving on the Prairie Line Trail during an emergency the other day and they almost took out a pedestrian who didn't see them because they had their headphones on. Susan: yes, the Prairie Line Trail does occasionally will have automotive traffic on it. In this instance it was squad cars pursuing a suspect fleeing on foot.

Meeting adjourned at 1:58pm

Minutes respectfully submitted by Galen Guffy

Next Meeting: Thursday, 9/8/2016, 1pm to 2pm, Location to be determined