

# **W** UNIVERSITY of WASHINGTON | TACOMA

## Health and Safety Committee Minutes

August 10, 2107

1 PM to 2:00 PM, WCG 322

<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 Braboy</b>	-
	Nursing	<b>Susan Johnson</b>	-
	Social Work	<b>Gabriela Crosby</b>	-
	Library	<b>Hannah Wilson, Co-Chair</b>	-
	Teaching & Learning Center	<b>Carolyn Maxson</b>	X
	Academic Advising	<b>Jennifer Wilson</b>	X
	Milgard School of Business	<b>Erica Howard</b>	X
	Academic Affairs, Global Honors, Urban Studies & Chancellor's Office	<b>Silvia Neely</b>	X
<b>Administrative Services</b>	Institute of Technology	<b>Mike McMillan</b>	-
	Finance & Administration At-Large	<b>Galen Guffy</b>	X
	Campus Safety & Security	<b>Robert Whitfield</b>	-
<b>Advancement</b>	Facilities Services	<b>Don Lee</b>	-
	Advancement	<b>Alex Volkman, Co-Chair</b>	X
<b>Center for Urban Waters</b>	Center for Urban Waters	<b>Alex Gipe</b>	-
<b>Enrollment Services</b>	Enrollment Services	<b>Linda Spence-Noyer</b>	X
<b>Equity and Inclusion</b>	Equity and Inclusion	<b>Sara Contreras</b>	-
<b>Instructional Technology</b>	MEDEX	<b>Vacant</b>	-
<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	<b>Dave Leonard</b>	X
<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>Michelle Miller</b>	-
<b>Organization</b>	<b>Position</b>	<b>Name</b>	
<b>UWT Environmental Health &amp; Safety</b>	Committee Secretary	<b>Galen Guffy</b>	X

Today's meeting was attended by the new Vice Chancellor of Finance & Administration, Tye Minckler and by the Director of Campus Planning & Sustainability, Milt Tremblay who is retiring this week.

**Meeting called to order:** 1:05 PM.

**Agenda and Minutes:** Agenda passed. July minutes not reviewed.

## OARS Reports – No July 2017 UWT Campus OARS Reports

### Environmental Health & Safety Report – Dave Leonard:

- Dave discussed the idea of hosting a stakeholder meeting between UW Tacoma, COT Transportation Engineer Brennan Kidd, and the housing and hotel developers involved with current construction at or near the UW Tacoma campus to discuss pedestrian safety issues in this neighborhood.
- Susan discussed the possibility of partnering with the City of Tacoma to get a “safe streets” grant to implement pedestrian safety improvements to the area
- The Tacoma Paper and Stationary (TPS) building experienced an HVAC leak on its roof that caused water damage to interior electrical work and drywall which will cause delay in the opening of the building to campus.
- Susan and Dave talked about the poor air quality in the area due to the many forest fires in Canada and eastern Washington. Dave will look into resources upon request for anyone who is experiencing health issues as a result of the current air quality here on campus. Dave is working with Finance & Administration’s Global Information Systems (GIS) Coordinator, Caitlin Johnson, to update signage for campus exit and evacuation routes.

### Pedestrian Safety at UW Tacoma from the City of Tacoma’s Perspective– Milt Tremblay:

Retiring UW Tacoma Director of Real Estate Planning & Sustainability Milt Tremblay discussed the history of UW Tacoma pedestrian safety efforts and plans from the City of Tacoma (COT):

- In 2015 with the completion of the UW Tacoma YMCA, the COT in conjunction with the Hillside Development Council procured a grant that funded the midblock flashing crosswalk that was placed on Market Street between Court 17 and the YMCA.
- The COT formulated a draft long term solution for the problematic pedestrian crossing at the intersection of 21<sup>st</sup> and Market – a tunnel underground beginning at the Prairie Line Trail (PLT) and spanning underneath 21st street with lighting for safety. This could be built by building a berm with a pipe tunnel for people to walk under the street. COT engineers drew the plans for this construction intent on future implementation.
- The COT has examined pedestrian safety at UW Tacoma and is looking at options like putting in stop lights at the pedestrian crossing intersections of 17<sup>th</sup> and Broadway and 17<sup>th</sup> and Market Street as well as building concrete “bump outs” to increase pedestrian visibility to drivers.

### Safety Committee Round Robin:

- Erica Howard reported a near miss pedestrian/vehicle incident on 19<sup>th</sup> and Jefferson in front of The Swiss. A Metro commuter van went through the intersection without stopping and almost hit a pedestrian who was attempting to cross the street.
- Galen Guffy reported a potential safety hazard at the Court 17 interior stairwell. There are very sharp and pointed metal stairwell sidepieces about two inches up the wall from the concrete steps which could cause serious cuts, gashes and/or puncture wounds if someone fell against them or accidentally stepped on them.
- Susan Wagshul-Golden reported a spate of vehicle prowls in the Court 17 parking lot. Susan reminded everyone not to leave valuables visible in their cars such as on the seats or floor of their cars when parking them and if anyone sees suspicious looking people loitering in the parking lots they should report them to Campus Safety immediately.
- Susan also reported that some abandoned/discarded possessions were found on the PLT including some water bottles that were investigated and then disposed of. Susan reminded everyone to always

handle abandoned items with care and dispose of them as soon as possible. Any highly suspicious items like abandoned backpacks should be reported to Campus Safety.

- Linda Spence-Noyer remarked on the ongoing reports from staff and students about pedestrian/vehicle near misses on 21<sup>st</sup> street. Linda reminded everyone to always fill out an OARS report on these near misses. See July 2017 Safety Committee Meeting Minutes – 8 OARS reports of near-miss pedestrian/vehicle incidents in May and June 2017.
- Carolyn Maxson reported that a small fire started outside the Tioga Library and was visible from the windows at the Teaching & Learning Center (TLC) located at the Snoqualmie building in July 2017. At that area people had been throwing cigarette butts into the beauty bark and it finally caught fire. Facilities Services' Maintenance Mechanic Robert Hand arrived on the scene and put out the fire. Stanley Joshua reminded everyone to always call the fire department any time a fire starts on campus. Don't wait, call 911.
- Alex Volkman reported that the COT Fire Department visited the Carlton Center, which houses UW Tacoma Advancement and the UW Tacoma Finance & Administration Office and is not owned by the University of Washington. Both Advancement and F & A were found to be in compliance with COT fire regulations for offices.
- Dave Leonard thanked Alex for connecting the COT Fire Department with him during their visit. All regulatory safety and health inspectors should be automatically referred to:
  - Dave Leonard, Director Environmental Health & Safety
  - Susan Wagshul-Golden, Director Campus Safety & Security
  - Stanley Joshua, Director Facilities Services

Meeting adjourned at 2 pm

Meeting Minutes Respectfully Submitted by Galen Guffy

Next meeting: September 14, 2017, 1pm to 2pm, Location: JOY 109