

W UNIVERSITY of WASHINGTON | TACOMA

**Safety Committee Minutes
May 10, 2018
1 PM to 2:00 PM
TPS 110**

Member	Representing	Present
Employee Elected Members		
Ashley Walker	Education	-
Nathan Ketzner	Nursing	X
Hannah Wilson	Library	-
Carolyn Maxson	Teaching & Learning Center	X
Jennifer Wilson	Academic Advising	X
Nikki Tabafunda	Milgard School of Business	X
Kathleen Beaumont	Professional Development Center	X
Chris Barrett	Institute of Technology	-
Silvia Neely	Academic Affairs, Global Honors, Urban Studies & Office of the Chancellor	X
Galen Guffy	Finance & Administration	X
Gabriela Raisl	Advancement	X
David Hirschberg	Center for Urban Waters	X
Mariah Goyenechea	Enrollment Services	-
Sara Contreras	Equity and Inclusion	-
Gim Seow	Faculty Senate	-
Management Appointed Members		
Stanley Joshua	Director of Facilities Services	-
Susan Wagshul-Golden	Director of Campus Safety & Security	X
Michelle Miller	Environmental Science/IAS Instructional Supervisor	X
James Sinding	Auxiliary Services Manager	X
Committee Executive Sponsor		
Dave Leonard	Director of Environmental Health & Safety	X

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

Previous Meeting Minutes not passed.

Meeting Agenda reviewed and passed after the following amendments were made:

-No UW Tacoma Safety Committee Charter discussion or passage

-No UWide Meeting Minutes

(Co-Chair Hannah Wilson not in attendance)

II. March and April 2018 OARS Reports:

#2018-04-079: Incident occurred on April 23, 2018 at 7:30 am. An employee from UW Tacoma Facilities Services was using equipment to grind down some tree limbs when one of the limbs broke unexpectedly and smashed their hand causing them to yank their hand back forcefully and wrench their back painfully. Employee reported to Department Supervisor that they were feeling relief from the back pain the next day and sustained no serious injury requiring medical attention.

#2018-03-057: Campus Safety Officer sustained injury to a tendon in his foot while patrolling the Prairie Line Trail. Employee lost several days of work due to this injury and sought medical attention to treat his foot for a sprain/strain/twist. Employee indicated that he had been undergoing therapy for chronic foot pain prior to this incident.

The Committee discussed these OARS Reports and was satisfied with the outcomes and determined no further action is recommended.

III. Power Outage Response – Round Robin Discussion:

On April 9, 2018 there was a campus power outage that lasted approximately an hour due to a malfunctioning wire circuit. The Committee discussed this outage and its effect on campus - round robin style to generate feedback for future emergency contingency planning around power outages in the future:

David Hirschberg: what safeguard is in place to determine that our technology is backed up for optimal data preservation in the event of a power failure like this?

Kathleen Beaumont: communication around power outages should specify which campus is affected so as not to cause confusion for satellite locations about cancellation of activities. Also the telephones in the Institute of Technology went out and only worked sporadically while the power was out.

Nathan Ketzner: certain campus locations do not have emergency lighting and are not exposed to external light sources so can be unsafe as people are cast into pitch darkness if they are working in those locations.

Michelle Miller: the Science building fortunately has windows in each of the labs so students and faculty were not cast in complete darkness in the presence of chemicals and fragile lab equipment. However, the lab door card readers were not working even after the power went back on.

Susan Wagshul-Golden: in the future communication will be essential so that Facilities Services and Campus Safety & Security do not commit redundancies such as checking the elevators and stairwells for people trapped inside.

James Sinding: the traffic lights at campus intersections were completely turned off with no default flashing emergency lights. Also, the Court 17 17th Street exit gate was not malfunctioning due to the power outage, it was malfunctioning due to a faulty back-up battery.

IV. Lab Safety Survey – Michelle Miller

Michelle Miller presented on a Lab Safety survey and process improvement project that she participated in with her colleagues in the Science Building in conjunction with the UW Seattle Environmental Health & Safety Department. The project entailed surveying lab staff and faculty to assess lab safety in our teaching labs.

Michelle detailed in her excellent PowerPoint slide deck the outcome of the survey project primarily areas that lab safety can be improved here at UW Tacoma. Criteria for meeting optimal lab safety standards are as follows:

85% or higher means the lab is meeting UW expectations for safety best practices

75-85% means the lab is nearing UW expectations for safety best practices

75% or lower means that the lab needs to improve its safety standards

UW Tacoma's over all lab safety rating was 74% and the Tri Campus average is 84%. Michelle detailed the areas that needed improvement which included (but were not limited to):

Labs lacking most updated versions of safety manuals

Lab personnel lacking access to written SOP's (standard operating procedures) detailing safety procedures

Lab non-compliance on annual self-safety audits

Lab personnel completing PPE (personal protective equipment) training

Michelle reported that as of our meeting 79 of the reported 92 safety non-compliance issues have been corrected. If UW Tacoma Lab personnel were to take the survey again we would score a 96% rating overall.

Meeting adjourned at 2:00 pm

Meeting Minutes Respectfully Submitted by Galen Guffy

Next meeting: July 12, 2018 at 1 pm Location: TBD