

W UNIVERSITY of WASHINGTON | TACOMA

Health and Safety Committee Minutes September 14, 2017

1 PM to 2:00 PM, JOY 109

Employee Elected Positions			
Organization	Representing	Elected Members	Present (X)
Academic Affairs	Education	Donna Braboy	-
	Nursing	Vacant	-
	Social Work	Gabriela Crosby	X
	Library	Hannah Wilson, Co-Chair	X
	Teaching & Learning Center	Carolyn Maxson	-
	Academic Advising	Jennifer Wilson	X
	Milgard School of Business	Erica Howard	-
	Academic Affairs, Global Honors, Urban Studies & Chancellor's Office	Silvia Neely	-
Administrative Services	Institute of Technology	Mike McMillan	-
	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 Inclusion	Equity and Inclusion	Sara Contreras	-
Instructional Technology	MEDEX	Vacant	-
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	-
SUBJECT: Laboratory Safety	Instructional Supervisor- Environmental Science/IAS	Michelle Miller	-
Ex-Officio - Committee Support			
Organization	Position	Name	
UWT Environmental Health & Safety	Committee Secretary	Galen Guffy	X

Today's meeting was attended by the Auxiliary Services Manager, James Sinding.

Meeting called to order: 1:00 PM.

Agenda and Minutes: Agenda passed. Absent of quorum, August minutes not reviewed.

OARS Reports –

OARS Report #: 08062 – Filed by Erica Howard of Milgard School of Business. On August 8th, 2017 at approx. 3:30 pm there was a vehicle/pedestrian near miss at the intersection of Jefferson and 19th. The pedestrian was in the intersection and was almost hit by a Metro commuter van. Dave indicated that UW Tacoma Safety Committee practice of our members filing of near-miss OARS reports should prove helpful in illustrating ongoing traffic/pedestrian concerns for City of Tacoma Transportation Engineer Brennan Kidd when he visits our meeting in November or December of 2017.

Environmental Health & Safety Report – Dave Leonard:

- Dave introduced UW Tacoma Auxiliary Services Manager James Sinding as the Safety Committee appointee who works with the City of Tacoma on transportation issues.
- Dave reminded the committee that election season is coming up. We will need to elect and/or re-elect Safety Committee members to serve for the 2017-2019 biennium. Galen Guffy will serve as the election coordinator. Dave and Galen will submit the call for nominations via catalyst after reviewing and making adjustments to campus unit representation on the committee.
- COT Transportation Engineer Brennan Kidd will be our guest at the November or December Safety Committee Meeting.
- Follow ups:
 - The Court 17 stairwell has sharp edges that could pose a potential hazard. Dave, James, and Galen took a look at them and agreed to make UW Tacoma Facilities aware of the issue.
 - Regarding the fire that started outside the TLC in August, please call 911 immediately if you see a fire on campus. Our Campus Safety Department is linked to the Tacoma Police Department via radio and will also receive the call.
 - UW Tacoma Safety Committee Co-Chair Alex Volkman reported that the Tacoma Fire Department visited the Carlton Building several time to make sure the building is in compliance with city fire safety standards. Finance & Administration were asked to correct a “daisy-chain” problem occurring at several desks – surge protectors plugged into each other in order to access out of the way power outlets. This problem was corrected.

U-Wide Meeting – Hannah Wilson:

Hannah discussed with the committee getting ready for UW Tacoma hosting the U-Wide Meeting in October:

- The U-Wide Meeting will happen on Wednesday, October 11 from 1 pm – 2pm and include a tour of campus including the refurbished and newly open Tacoma Paper & Stationary building as well as some of the UW Tacoma campus’s most problematic traffic intersections. UW Tacoma Vice Chancellor of Finance & Administration to attend the U-Wide Meeting on campus.
- The following day, Thursday, October 12, the UW Tacoma Safety Committee will meet during its regularly scheduled meeting time in CP206C to have Safety Warden Training. The committee has budgeted and extra half hour for this training. UW Tacoma GIS Coordinator Caitlin Johnson has created evacuation maps for the training and Susan Wagshul-Golden will present a PowerPoint which will be loaded with other training modules including drill protocols onto a Safety Warden Training Canvas site that will be made available to all UW Tacoma Safety Wardens.

Special Item: Access to Feminine Supplies on Campus – Hannah Wilson

There is a lack of access to feminine hygiene supplies on the UW Tacoma Campus. For instance, the dispensers in the Snoqualmie Library women’s room malfunction and are never supplied.

Hannah requests the Safety Committee make a recommendation to the Marketplace Café in Court 17 to carry feminine supplies and that vending machines that are not being stocked with feminine supplies be supplied with them for Fall Quarter 2017.

Stanley Joshua indicated that he would submit a work order for Facilities Services to service empty coin-op machines in the lavatories however, in the past there has been a problem with theft from these machines so some of them may need to be replaced with more secure machines. Stanley will follow up with the committee on this issue in November.

Safety Committee Round Robin:

- Stanley Joshua – Facilities Services has placed abrasive taping on parts of campus sidewalks that are uneven. The tape alerts pedestrians that the concrete is uneven and to use care. This tape also acts as a marker to show where concrete replacement work will need to be done. The concrete typically becomes uneven due to tree roots pushing upwards through earth covered by concrete. Stanley also advised the committee that Facilities Services will begin winterizing the campus soon and colleagues should submit work orders for anything that needs attention.
- Alex Volkman – our colleague Tyler Pederson reported seeing vehicles speeding while driving around the Cragle Parking Lot outside the Mattress Factory. Also, Advancement voiced concerns about the construction of the new Marriott Convention Center Hotel outside the Carlton Center. Pat Clark and Ben Mauk of UW Tacoma’s Campus Planning & Real Estate Department have issued emails describing the scope of work of the project and updating UW Tacoma employees that work in the Carlton as to construction progress and specific construction action so that we will know what to expect in terms of noise and vibration as the project continues.
- Hannah Wilson – Construction improvements to the sidewalks on Market and 21st are slated to be completed by September 15 per posted signs. Stanley Joshua - the purpose of this sidewalk construction is to add ADA rampus to the corners of Market and 21st. Dave Leonard – COT is also correcting road hazards and establishing parking spaces on Hood Street.
- Gabi Crosby – what are protocols for preparing for a nuclear blast? Alex Volkman googled the question and found:

Washington State law prevents it:

[RCW 38.52.030](#), passed in 1983, says "The comprehensive, all-hazard emergency plan authorized under this subsection may not include preparation for emergency evacuation or relocation of residents in anticipation of nuclear attack."

Meeting adjourned at 2 pm

Meeting Minutes Respectfully Submitted by Galen Guffy

Next meeting: U-Wide Safety Committee Meeting, October 11, 2017, 1pm to 2pm, Location: CP 108