

**Health and Safety Committee Minutes
March 12, 2015
1 PM to 2 PM, WCG322**

In attendance:

| Employee Elected Positions | | | |
|--|--|------------------------------------|-----------------------|
| Organization | Representing | Elected Members | Present (X) |
| Academic Affairs | Education | Donna Plummer | - |
| | Nursing | Nathan Ketzner | X |
| | Social Work | Gabriela Crosby | - |
| | Library | Suzanne Klinger | X |
| | Teaching & Learning Center | Carolyn Maxson | X |
| | Academic Advising Center | Karin Dalesky | - |
| | IAS | Paul Cigarruista | - |
| | Milgard School of Business | Erica Howard | - |
| | Academic Affairs, Global Honors, Urban Studies & Chancellor's Office | Silvia Neely | - |
| | Institute of Technology | Stephen Rondeau | X |
| | Administrative Services | Administrative Services At-Large | Angela Zurcher |
| Campus Safety & Security | | Darren Bailey | - |
| Facilities Services | | Don Lee | - |
| Advancement | Advancement | Tyler Pederson | X |
| Center for Urban Waters | Center for Urban Waters | Dustin Annis | X |
| Enrollment Services | Enrollment Services | Linda Spence-Noyer | - |
| Equity and Diversity | Equity and Diversity | Sara Contreras | - |
| Information Technology | Information Technology | Josh Carper | - |
| Instructional Technologies | KeyBank Pro-Development | Brian Tetreault | - |
| Student Affairs | Student Affairs | Megan Fuhlman | - |
| Union: SEIU | Union: SEIU | VACANT | - |
| Appointed Positions | | | |
| Organization | Position | Name | |
| UWT Environmental Health & Safety | Director of UWT EH&S | Dave Leonard | X |
| Human Resources | Director of Human Resources | Trish Fiacchi | - |
| Real Estate Office | Senior Asset Manager | Deidra Miller | 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 | Aron Rigg / Michelle Miller | - |
| Ex-Officio - Committee Support | | | |
| Organization | Position | Name | |
| UWT Environmental Health & Safety | Committee Secretary | Galen Guffy | X |

(Total Number of Safety Committee Positions = 26+Union; Approved Standing Rules, Quorum = 10)

Meeting called to order: 1:07 PM

Agenda: Agenda adopted.

Minutes: January 2015 amended minutes approved. February 2015 minutes approved.

OARS REPORTS:

There was an explanation and discussion of the following OARS Report that came in for February 2015:

- **Report Number 2015-02-042:** 3/12/2015 Employee tripped on a rug in front entrance of the Snoqualmie Building injuring their right ankle. Campus Safety was contacted with Officers Wright & Pedee responding to provide assistance. Person sustained Level I ankle Sprain/Strain/Twist injury requiring first aid. Committee comments: When the floor mats get old they get worn and thin developing a tendency to wrinkle and bunch up. Facilities Services is to examine mats for wear and make them accessible to vendor Aramark for maintenance. Committee accepted report and recommended no further action.

Round Table Discussion-New Business and Old Business:

New Business:

Susan: No student incidents to report in February. Emergency Warden Training scheduled for March 23-24th. For online fire extinguisher training please refer to Seattle EH&S webpage.

Nathan/Suzanne: MacDonald Smith construction is generating a great deal of noise and dust. In addition, there is noticeable garbage and strangers in staff areas that require clearance. Suggestion: Construction workers and city facility people should wear badge identification to present to staff when needing to be in staff areas to do work. Also, before the work commences, there should be a letter to UWT department heads in affected areas outlining the work to be done in their area and a roster of key personnel who will be in the area.

Old Business:

Lighting Problem at Mattress Factory: Stanley Joshua, Facilities Director, followed up to say that an extra light fixture had been installed in the hallway on the second floor to provide satisfactory lighting at night when people are leaving the building.

Computer Daisy Chain Issue at Mattress Factory: Committee members reported this remains an ongoing issue. Dave Leonard suggested that possibly hard wiring is needed to be installed. Stanley reports that it is required that all surge protectors be plugged into the wall and all surge protectors need to be replaced every two years. Any surge protector that is starting to discolor (get yellow or brown) should be replaced immediately.

A Request from Stanley: Please do not bring or use lighting from home to light your desks or office spaces. Please ask for appropriate lighting from Facilities Services to reduce wattage discrepancy power surges.

Environmental Health & Safety Report-Dave Leonard: Update on various safety traffic revision and construction projects on campus occurring during Winter and Spring Quarter 2015, including:

1. **McDonald Smith Artist Loft Conversion:** This project includes classroom improvements in the Cherry Parks Building with doors connecting Cherry Parks and the MacDonald Smith Building on all but the 3rd floor. Due to the construction activity, there will likely be noticeable noise in adjacent spaces.

17th Street Pedestrian Safety Improvement Project: This project is on schedule. They are pouring the curbs now and will be substantially completed by mid-April with final completion by the first of May. The project will provide multiple improvements with pedestrian safety, including better sidewalks, clearly visible crosswalks and improved lighting. When asked by the committee about adding more crosswalks in the area, the unfortunate answer was no. The reason provided is that there is no remaining budget with this project to do this. In fact, what was shared is that through "Value Engineering" some aspects of the project needed to be cut out so that the project could complete the needed pedestrian improvements with the assigned budget.
2. **19th and Jefferson Grand Staircase Safety Improvement Project:** Project still being designed. The project will move to construction phase in the very near future. The project is slated to be completed in early June 2015.
3. Currently, design for improvements to the Tioga building, which is the older building adjacent to **Tioga Library Building, is underway.**
4. **Remodeling the building where the Old Spaghetti Factory Restaurant is located, the Tacoma Paper and Stationary Building, is currently in the design phase. When construction will occur is unknown.**
5. **Smoking on Campus:** Dave was asked to speak at the last UWT Staff Association Meeting about smoking on campus. ASUWT was talking about putting a measure on the student ballot to outlaw smoking completely from campus. Dave talked about the feasibility of that and stress that it is not responsibility of UW to change smokers to non-smokers. It's the UW's responsibility to protect non-smokers from second hand smoke, hence the designated smoking areas. We need better signage directing people to the designated areas and we need a culture change where people communicate directly that smoking needs to happen in the designated areas. Please be advised that smoking electronic cigarettes and vaporizers is also not allowed on campus other than designated areas according to WAC 478-136-035.
6. **The Importance of Safety Eyewear:** Dave recounted the highlights of a presentation from Edge Safety Eyewear that he hosted on campus on March 4th including a video demonstrating the seriousness of injuries caused by using power equipment without proper eye protection. Edge specializes in designer protective wrap around eyewear made of polycarbonate plastic for maximum durability. They can be ordered with individual prescriptions built in.

University-wide Health and Safety Committee Report

Stephen Rondeau attended the University-wide Health and Safety Committee meeting on March 11, 2015. He reported on several highlights of the meeting, including:

- **Organization Group Reports of Note:**

- A. **OARS/OSHA:** Stuart Cordts gave a report about reporting of work related injuries and accidents on the three campuses. 66% were at the UW Medical Center. 1% were from UWT and 1% were from UW Bothell.
- B. **Group Reports:**
 - Health Sciences: issues about eye protection and the need to wear safety eye wear.
 - UW Medical Center: Issues included:
 - assaults by patients
 - eye splashes
 - replacing casters on laundry carts to alleviate back strain
- C. **Administration:** Emma Alder facilitated three Accident Trainings for UW Supervisors. These trainings focused on the proper completion of OARS reports with a focus on investigating root causes.
- D. **Personal Stop Work Card:** This card authorizes it's holder to stop work to point out safety issues.
- E. **UWide Meeting at UW Tacoma next month:** April 8, 2015. All committee members are invited to attend.
- F. **Ed Haver** Ergonomist at UW Seattle working on a grant for a survey of UW employees regarding discomfort at work to be used as an indicator for future injuries/accidents at UW.

Meeting adjourned: 2:05pm

Respectfully submitted,

Galen Guffy

Next Meeting:

April 9, 2015 1pm to 2pm

Location: CP 206C