

**Health and Safety Committee Minutes**
**June 12, 2014**
**GWP 320**
**In attendance:**

<b>Employee Elected Positions</b>			
<b>Organization</b>	<b>Representing</b>	<b>Elected Members</b>	<b>Present</b>
<b>Academic Affairs</b>	Education	Michelle Parker	Present
	Nursing	Nathan Ketzner	Present
	Social Work	Gabriela Crosby	Present
	Library	Suzanne Klinger	Present
	Teaching & Learning Center	Carolyn Maxson	Present
	Academic Advising Center	Karin Dalesky	Absent
	IAS	Pau Cigarruista	Absent
	Milgard School of Business	Erica Howard	Absent
	Academic Affairs, Global Honors, Urban Studies & Chancellor's Office	Silvia Neely	Present
	Institute of Technology	Stephen Rondeau	Present
<b>Administrative Services</b>	Administrative Services At-Large	Angela Zurcher	Present
	Campus Safety & Security	Darren Bailey	Absent
	Facilities Services	Don Lee	Present
<b>Advancement</b>	Advancement	Tyler Pederson	Present
<b>Center for Urban Waters</b>	Center for Urban Waters	Dustin Annis	Absent
<b>Enrollment Services</b>	Enrollment Services	Linda Spence-Noyer	Absent
<b>Equity and Diversity</b>	Equity and Diversity	Sara Contreras	Present
<b>Information Technology</b>	Information Technology	Darcy Janzen	Absent
<b>Instructional Technologies</b>	KeyBank Pro-Development	Brian Tetreault	Absent
<b>Student Affairs</b>	Student Affairs	Zachary Druce	Present
<b>Union: SEIU</b>	Union: SEIU	VACANT	
<b>Organization</b>	<b>Position</b>	<b>Name</b>	
<b>UWT Environmental Health &amp; Safety</b>	Director of UWT EH&S	Dave Leonard	Present
<b>Human Resources</b>	Director of Human Resources	Trish Fiacchi	Present
<b>Real Estate Office</b>	Senior Asset Manager	Deidra Miller	Absent
<b>Facilities Services</b>	Director of Planning & Sustainability	Stanley Joshua	Absent
<b>Campus Safety &amp; Security</b>	Director of Campus Safety & Security	Susan Wagshul-Golden	Present
<b>Faculty</b>	Member of Faculty Assembly	VACANT	Absent
<b>SUBJECT: Laboratory Safety</b>	Instructional Supervisor-Environmental Science/IAS	VACANT	Absent

**None**
**Meeting called to order: 1:00 PM**

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**May Agenda:** Agenda approved by committee members present.

**May Minutes: (Approved).**

Corrections were made to April Minutes.

**Welcome**

**University-wide Health and Safety Committee Report**

Zachary Druce:

- Scott Preston- UW Emergency Management Presented on large scale incidents
- HSEEP Cycle is the exercise and evaluation program used for UW EM
- Student Life in Seattle is having an issue with people cutting their hands while preparing food. They are looking at requiring pre-cut food or gloves.

**Accident / Incident Reports**

<b>Case #</b>	<b>Summary (Summarized)</b>	<b>Supervisor Response (Summarized)</b>	<b>Committee Action</b>
2014-05-025	I turned on the car and put my seatbelt on. I turned around and saw no obstructions in my pathway and turned back to the front. I adjusted my seatbelt and turned around and accelerated the vehicle and found other vehicle perpendicular to my vehicle and immediately hit the brake, but dented the back right passenger door. Driver of other car had papers in hand and put them down and got out of car unharmed.	I will connect with XXXX to talk about being more careful in the future.  --We have connected and had a good conversation about the day and situation	After committee discussion, satisfied with response. No further action.
2014-05-026	glass wool micro fibers in hand	There will be a sign on whatever the glass wool is stored in saying "wear gloves when handling". This will also be on the prep sheet for the lab using the glass wool.	Committee discussion brought up several questions regarding laboratory practice and PPE. Dave will follow up.

**Student incidents reported to Campus Safety**

None

**Union Report**

No union members were present. No report.

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## **EH&S Report**

Dave gave a brief update on construction projects around campus, including the Prairie Line Trail Project and the Student Y Center. He reported the 17<sup>th</sup> Street Pedestrian Safety Project will likely begin construction in late July.

## **Round Table / Old Business**

David reported he still needed to follow-up on the safety concern regarding tables at GWP.

Dave reported that he is still seeking supervisor feedback for report 2014-04-092

## **Round Table / New Business**

Items discussed:

- Can we make emergency training part of new employee orientation? Similar to FERPA and Asbestos
- Emergency exit in the Snoqualmie building stairwell that leads directly into prairie line trail construction site- is it ok for them to leave the building?
- We need to schedule a warden training? A lot of staff has moved around campus and we have several new staff members that need to be trained
- Updates on Safe Campus Tacoma Website
- How do we limit barriers to the OARS Report? Can we put a link on security's site that says "Accident/Incident Report" and links to the OARS Site
- Heavy Transient population that is using the bathrooms- Update on sharps boxes for used needles that have been found in various places on campus

**Meeting adjourned: 2:08 PM**

Respectfully submitted,

Will Williams

Next Meeting:  
Aug 14, 2014  
UWT Tacoma Room (GWP 320)