

Agenda – July 25, 2016
Group 9 Health and Safety Committee (College of Engineering)

1. Attending

Fiona Spencer, AA
Colleen Irvin, BioE
Sean Yeung, CEE
Debbie Carnes, ChemE
Tracy Erbeck, CSE
Sonia Honeydew, DO
Karen Liebert, EE

Angie Haggard, EH&S
Emma Alder, EH&S
Morgan Tubby, HCDE
Sheila Prusa, ISE
Bill Kuykendall, ME
Chris Adams, MoIES
Tatyana Galenko, MSE

2. Absent

Michael Glidden, DO

3. Guest Speaker

- Stacie Smith, Seismic Resilience Program Manager, Emergency Management – earthquake preparedness

4. Previous Meeting Minutes

- June 2016 – approve?

5. Group Business

- EH&S Lab Safety Initiative Task Force: summary of 6/28/16 mtg
- EH&S posted FSEP template and 12 Building Emergency Protocols
- Hawaii lab accident report

6. Department Incident Reports

- ChemE – punctured finger while uncapping needle (Apr)
- BioE – mouse bite during training (May)
- ChemE – sodium hydroxide splash to face (Jun)
- EE – elbow/forearm ergonomic injury (Jun – same as May?)
- CSE – broke foot at conference in Israel (Jun)
- MSE – octylamine leaked through gloves (Jun)
- MSE – flask seal leaked solvent, led to fire in hood (Jun)

7. UW-Wide Meeting

- Jun minutes attached
- July agenda attached

8. Department Updates

- MoIES 7/6 incident

9. Next Meeting

- August 29th at 2pm, in CSE 128

DRAFT Meeting Minutes

Health and Safety Committee for Group 9 (College of Engineering)

Meeting Date: June 27, 2016

Attended

Fiona Spencer, AA

Eliot George, AA

J. Sean Yeung, CEE

Sonia Honeydew, DO

Karen Liebert, EE

Sheila Prusa, ISE

Tatyana Galenko, MSE

Bill Kuykendall, ME

Emma Alder, EH&S

Angie Haggard, EH&S

Chris Adams, MoIES

Absent

Colleen Irvin, BioE

Debbie Carnes, ChemE

Tracy Erbeck, CSE

Morgan Tubby, HCDE

Michael Glidden, DO

Guest Speaker

- Emma Alder, EH&S Accident Prevention Manager – Accident Investigation Training (root cause analysis for OARS reports)
 - Thoughtful root cause analysis will help reduce future accidents. In Group 9 we should be determining whether the root causes listed on OARS reports are adequate, and if not, dig deeper. We should also encourage those filling out OARS reports in the first place to think about all possible root causes.
 - EH&S will always follow up on an accident if it involved chemicals, BBP or recombinant DNA exposure, fire, physical hazard, or hospitalization.
 - Emma analyzed *singular* root causes in 2013 OARS reports and found 32% blamed the person, 19% a lack of policy/procedure, 14% an environmental factor, then “eqpt & materials”, then “none”. People weren’t asking enough questions about multiple causes. While the persons involved are part of the equation, the story rarely stops there.
 - Accident Investigation Process (you can do a quick version in 10 minutes)

DRAFT Meeting Minutes

Health and Safety Committee for Group 9 (College of Engineering)

1. **Preserve and document the scene.** This is especially important if there was a hospitalization. Photos are useful, and can be attached to OARS reports. Communicate with employees in the area, i.e., post signage or tape off dangerous area.
2. **Collect facts through interviews.** Do this asap, at the scene if you can, and ask for their suggestions to prevent future accidents.
3. **Develop the sequence of events.** This includes before, during, and immediately after the accident. Identify gaps in the timeline.
4. **Initiate OARS report within 24 hours.** If someone was admitted to a hospital (ER doesn't count), initiate within eight hours!
5. **Determine the causes.** This includes direct, indirect, and root causes. You can use the Ishikawa fishbone diagram or ask the Five Why's.
6. **Recommend Improvements.** Start identifying solutions that are effective, efficient, practical, and specific.
7. **Complete the report.** Continue to follow up.

Previous Meeting Minutes

- May 2016 – approved

Group Business

- EH&S Lab Safety Initiative Task Force: summary of 5/25/16 mtg
 - EH&S has grant money to improve lab safety on campus with a two-year pilot. EH&S has funding, staffing, and a plan, but seeks this committee's review/input. This includes giving advice on how to measure lab safety, and insight regarding barriers to lab safety. We discussed ideas for, and barriers to, a culture of safety in labs.
 - EH&S is choosing 90 high-risk labs (about 10% of all UW labs) to include in the pilot. These labs were selected based on a subset of lab safety survey results from the last 3.5 years, their chemical hazards, and other factors. Those labs will receive extra help (EH&S resources and training) and more frequent lab safety surveys (every eight months) for the two years of the initiative. Seven of CoE's ten departments have labs that were invited to participate.
 - One of the tools EH&S will use is the dashboard they've developed in OneDrive to easily view and compare lab safety survey results and updates. It was suggested that this dashboard be made available to Deans and Chairs, and EH&S was already planning to do that.

DRAFT Meeting Minutes

Health and Safety Committee for Group 9 (College of Engineering)

- This initiative has a budget to make 30-second videos that show a safety process or instructions.
 - In 18 months EH&S will report to the Board of Regents.
- “Cascadia Rising” emergency management exercise happened 6/7/16.
 - This simulated an earthquake event affecting most of the west coast.
 - No CoE buildings were involved – UWEM mostly participated in this exercise in tabletop fashion, practicing coordination of their Emergency Operations Center (EOC) at the UW Tower with UW’s three post-earthquake teams (ATC-20 from Campus Engineering checks structural integrity of bldgs, PEAT from EH&S checks for potential hazmat conditions, and RAT to check on lab animals).
 - MoES would like the option to participate in the next earthquake exercise – the annual state one in mid-October?
- UWEM upgrading Husky Ready (business continuity emergency planning program) on 7/1/16.
 - With this “Kuali” software upgrade, it is quicker and more intuitive to design your department’s (or lab’s) business continuity plan in Husky Ready.
 - If you already had or started a plan, it will be automatically rolled over into the upgraded software, no problem.

Incident Reports

- ChemE – punctured finger while uncapping needle (Apr). ChemE rep not here. Discuss this at July Group 9 mtg.
- MSE – nitric acid/water explosion and propylamine reaction/release (May). We discussed this at both the May meeting and June meeting. Since the incident, the safety lead for the lab has made a lot of changes, no one works alone in the labs anymore, and much training has occurred. Root causes included:
 - You should add acid to water but there should be more water than acid.
 - There was clutter in the hood.
 - Should have closed sash and left it in the hood.
 - Should not have sealed bottle.
 - Should not work alone.
 - Training might need to include accommodation for ESL speakers.

Questions:

- What volumes were involved? Tatiana will ask the lab and tell Group 9.
- Should waste bottles be dried completely before use? See Chem Safety Manual or ask Tracy Harvey; see if that’s really a possible cause before changing policy.

DRAFT Meeting Minutes

Health and Safety Committee for Group 9 (College of Engineering)

- (Karen) Multilingual presentation of lab safety training/warning documents might be called for on a case by case basis, if not unilaterally. Could EH&S or HR pay for or arrange translations for labs, possibly from State contracts? A budget to cover translations would be a central institutional concern for campus health & safety, to promote diversity. (Sonia following up with EH&S and HR.)
- CEE – shoulder injury from carrying heavy batteries (May). EH&S has lifting training online.
- BioE – mouse bite during training (May). BioE rep not here. Discuss this at July Group 9 mtg.
- ChemE – cut palm while washing chipped glass beaker (May). This happened in MoIES. Chris even brought visual aid – small beaker, and showed where chip by spout was difficult to detect. The lab has surveyed and removed all broken glassware. They improved their training policy on broken glassware. Chris asked Emma, and there is not currently a way for interdisciplinary locations like MoIES to be notified by EH&S separately from the department. When someone submits an OARS report they can add additional email notifications, and Chris did ask MoIES Lab Managers to do this.
- EE – elbow/forearm ergonomic injury (May). This is a long-term situation. There was some improvement with a new configuration. Got height adjustable desk Dec/Jan a year ago, well preceding this report. Went through worker’s comp/claims services/L&I, not using EH&S. This report appears now because it was part of EH&S cleanup checking for OARS reports associated with claims.
- ME – not an OARS report, but some students rented a table saw to cut boards lengthwise and started working outside. The shop doesn’t have a table saw because they’re too dangerous. Safety manager saw and stopped them, talked to PI and found better solution: purchase wood of correct and consistent diameter for “cleaner burning cookstove” project; can still cut to length with other saw in shop. For future reference, F.S. can cut wood too.

UW-Wide Meeting

- June agenda attached
- May meeting minutes attached
- May meeting highlights:
 - Evac Drill Subcommittee Update: Mark Murray will soon finalize FSEP template and the one-page documents that describe procedures for various building emergencies.
 - EH&S staffing update: Eleanor (Ellie) Wade is new Respiratory Protection Program Administrator.

DRAFT Meeting Minutes

Health and Safety Committee for Group 9 (College of Engineering)

- Jude showed a recent outreach video developed in-house: <https://www.youtube.com/watch?v=LJ8Fi3Jwx7M> . They are looking for more labs interested in making safety marketing videos!

Department Updates

- None

Next Meeting

- July 25th at 2pm, CSE 128

Accident Summary Report

HSC 9

6/1/2016 to 6/30/2016

<i>Case#</i>	<i>Org Name</i>	<i>Employee Activity</i>	<i>Root Cause</i>	<i>Supervisor Corrective Action</i>
2016-06-005	CHEMICAL ENGINEERING	Subject involved received small splash of sodium hydroxide solution to face, and was subsequently sent to the eye wash station to flush exposure area. There was a tiny bit of redness on exposure area, but subject reported no symptoms after use of the eye wash station. After monitoring subject for about an hour after the incident with no change to the exposed area, the subject went home with instructions to seek medical care if there are changes to the exposed area.	There are no particular root causes except that the person needs to be more careful with her experiments.	The person involved has significant lab experience. There are no particular root causes except that the person needs to be more careful with her experiments. I talked to this person involved and another person who assisted her immediately after the accident occurred and reported this accident. I called for a group meeting on June 24, 2016 to (a) walk through several key lab safety issues again, (b) re-emphasize the importance to follow UW safety rules/policies strictly and (c) make sure that all group members have received up-to-date safety training and information. Our group meetings periodically discussed lab safety issues over years and will continue to do so.
2016-06-030	ELECTRICAL ENGINEERING	"right elbow pain and forearm started about 4-5 months ago..."	Repetitive motion injury consistent with computer use	Ergonomic evaluation. Workstation currently provides height adjustable work surface, ergonomic chair. Additional items or tools can be obtained (keyboard or mouse) if requested by employee.
2016-06-032	COMPUTER SCIENCE & ENG	I was at a conference in Technion, Israel and broke my foot. I am attaching the diagnosis from ER in Israel.	Accident was off-site.	None: accident was off site.
2016-06-034	MATERIALS SCI & ENGRG	I was cleaning glassware with octylamine and the solvent did get on my gloves. After awhile I noticed a burning sensation on my right hand, between the middle and ring fingers. Taking off my glove I noticed it was red and looked like there were possible blisters forming. I ran my hand under water for 15 min and washed with soap 2x. Inspecting my gloves, I could find no hole in the area that was exposed. I was using nitrile gloves, which are rated for 60 min with octylamine; I had used the chemical for no more than 20 minutes.	None that we can think of. [REDACTED] was following all the guidelines correctly.	[REDACTED] will use double gloves in the future when handling this solvent

<i>Case#</i>	<i>Org Name</i>	<i>Employee Activity</i>	<i>Root Cause</i>	<i>Supervisor Corrective Action</i>
2016-06-077	MATERIALS SCI & ENGRG	During a high temperature chemical synthesis (320C) of iron oxide nanoparticles, a poor seal in the flask/condenser system caused solvent leakage and led to ignition of fiber glass insulation surrounding the reaction flask within a chemical fume hood. A fire extinguisher was promptly used by trained staff to extinguish the fire. No personnel was injured during the incident and no property was damaged.	Immediately prior to the fume hood fire, personnel noticed what appeared to be a minor amount of solvent (octadecene, low volatility and high boiling point) on the fiberglass insulation surrounding the reaction vessel. This solvent could have come from the reaction due to leakage of the system or from contamination during solvent handling in the fume hood. Solvent/insulation interaction at high temperature is likely the cause of ignition.	To prevent this issue in the future, personnel was retrained on proper use of keck clips to improve seal on reaction glassware. In addition, personnel were reminded to thoroughly inspect all fiberglass insulation before use and replace if any damage or contamination is found. Finally, personnel were instructed to immediately turn off the heating source if any solvent is observed on the fiberglass insulation in the future.



University of Washington Accident / Incident Report

Report Number: 2016-06-005

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: LIU	First Name: ERIK
Phone: +1 206 616-5991	Email: ejliu@u.washington.edu
Occupation/Position: PREDOC RES ASSOC 1	Department: CHEMICAL ENGINEERING
Date Reported (yyyy/mm/dd): 2016/06/03	Time of Reporting: 06:16 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone:	Email: injury@u.washington.edu
Occupation/Position:	Department: CHEMICAL ENGINEERING

Incident Details

Date of Incident (yyyy/mm/dd): 2016/06/03	Time of Incident: 4:30 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: BEN HALL INT. RSCH	
Room: 443	Other:	

Incident Details:

Subject involved received small splash of sodium hydroxide solution to face, and was subsequently sent to the eye wash station to flush exposure area. There was a tiny bit of redness on exposure area, but subject reported no symptoms after use of the eye wash station. After monitoring subject for about an hour after the incident with no change to the exposed area, the subject went home with instructions to seek medical care if there are changes to the exposed area.

Attachment: **No**

Supervisor

Last Name: JIANG	First Name: SHAOYI
Phone: +1 206 616-6509	Email: sjiang@u.washington.edu
Occupation/Position: PROFESSOR	Department: CHEMICAL ENGINEERING

Classification

Level 1:
Injury or Exposure, no first aid required,

Type of Incident

Injury Description: **Pain, Irritation, Inflammation, Swelling, Other,**

Body Parts Affected: **Face,**

Cause of Injury or Damage: **Chemicals,**

Possible Causes

Equipment: **Other,**

Environment: **Chemicals,**

Policies / Procedures: **Other,**

Human Factors: **Other,**

Suggested corrective action by the affected party

will require further discussion with subject with regards to events leading up to the use and splashing
ON FILE: Affected/Injured Employee's date of birth, gender, date of hire, and hours of employment.

of sodium hydroxide to assess factors and corrective actions once the subject has a clear mind and is no longer stressed over the incident

Supervisor's Comments

Root Causes:

(Please look at all the factors that may have contributed to the accident. Such factors may include equipment, environment, policies, procedures, and personnel.)

There are no particular root causes except that the person needs to be more careful with her experiments.

Recommendations/Preventive Measures:

The person involved has significant lab experience. There are no particular root causes except that the person needs to be more careful with her experiments. I talked to this person involved and another person who assisted her immediately after the accident occurred and reported this accident. I called for a group meeting on June 24, 2016 to (a) walk through several key lab safety issues again, (b) re-emphasize the importance to follow UW safety rules/policies strictly and (c) make sure that all group members have received up-to-date safety training and information. Our group meetings periodically discussed lab safety issues over years and will continue to do so.

Corrective Actions Target Date (yyyy/mm/dd):
2016/06/24

Corrective Actions Complete Date (yyyy/mm/dd):
2016/06/24

Other Comments:

(a) I have talked to the person involved and another person who assisted and reported; (b) the person involved and all others in the group have been reminded about lab safety again; (c) I have checked and made sure that all have up-to-date lab safety training and information.

EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:



University of Washington Accident / Incident Report

Report Number: 2016-06-030

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: + [REDACTED]	Email: [REDACTED]
Occupation/Position: PROGRAM MANAGER	Department: ELECTRICAL ENGINEERING
Date Reported (yyyy/mm/dd): 2016/05/24	Time of Reporting: 01:49 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: + [REDACTED]	Email: [REDACTED]
Occupation/Position: PROGRAM MANAGER	Department: ELECTRICAL ENGINEERING

Incident Details

Date of Incident (yyyy/mm/dd): 2016/02/12	Time of Incident: Can Not Be Determined	When Shift Begins: 7:00 AM
Campus: Seattle	Incident Location/Parking Lot:	
Room:	Other: office, PAC AE100 cubicles	

Incident Details:
 "right elbow pain and forearm started about 4-5 months ago..."
 Attachment: No

Supervisor

Last Name: MONTGOMERY	First Name: KRISTINA
Phone: +1 206 616-5819	Email: kmontgom@uw.edu
Occupation/Position: ADMINISTRATOR	Department: ELECTRICAL ENGINEERING

Classification

Level 1:
 Injury requiring medical treatment (go to level 3 if in-patient hospitalization or amputation occurred),

Type of Incident

Injury Description: Pain, Irritation, Inflammation, Swelling,
 Body Parts Affected: Arms, Elbows,
 Cause of Injury or Damage: Ergonomic Issues, Repetitive Motions, Awkward Posture,

Possible Causes

Equipment: Other,
 Environment: Other,
 Policies / Procedures: Other,
 Human Factors: Other,

Suggested corrective action by the affected party

Employee submitted report to L&I. Supervisor contacted by Pam Nathan on 3/4/16 via email requesting in person meeting with Dana Avedovich to perform job analysis (JA). Dana Avedovich performed in person assessment on 3/10/16. JA completed on 3/31/16.

ON FILE: Affected/Injured Employee's date of birth, gender, date of hire, and hours of employment.

Supervisor's Comments

Root Causes:

(Please look at all the factors that may have contributed to the accident. Such factors may include equipment, environment, policies, procedures, and personnel.)

Repetitive motion injury consistent with computer use

Recommendations/Preventive Measures:

Ergonomic evaluation.

Workstation currently provides heigh adjustable work surface, ergonomic chair. Additional items or tools can be obtained (keyboard or mouse) if requested by employee.

Corrective Actions Target Date (yyyy/mm/dd):

2016/07/30

Corrective Actions Complete Date (yyyy/mm/dd):

2016/06/29

Other Comments:

EHS Review

Last Name: **HAGGARD**

First Name: **ANGELINA M**

Phone Number: **+1 206 616-3442**

Email: **ahaggard@uw.edu**

Occupation/Position:

Department:

Comments:



University of Washington Accident / Incident Report

Report Number: 2016-06-032

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position: [REDACTED]	Department: COMPUTER SCIENCE & ENG
Date Reported (yyyy/mm/dd): 2016/06/13	Time of Reporting: 11:55 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position: [REDACTED]	Department: COMPUTER SCIENCE & ENG

Incident Details

Date of Incident (yyyy/mm/dd): 2016/05/25	Time of Incident: 9:45 AM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot:	
Room:	Other: During a conference in Israel (Technion Inst.)	

Incident Details:

I was at a conference in Technion, Israel and broke my foot. I am attaching the diagnosis from ER in Israel.

Attachment: Yes

Supervisor

Last Name: ERBECK	First Name: TRACY
Phone: +1 206 543-9264	Email: tracy@cs.washington.edu
Occupation/Position: FACILITIES MANAGER	Department: COMPUTER SCIENCE & ENG

Classification

Level 3:
Accidents/Incidents occurring outside USA,

Type of Incident

Injury Description: Fracture, Dislocation,
Body Parts Affected: Feet, Ankles, Toes,
Cause of Injury or Damage: Fall of Less than 6', or on Stairs,

Possible Causes

Equipment:
Environment:
Policies / Procedures:
Human Factors: Other,

Suggested corrective action by the affected party

not relevant

Supervisor's Comments

ON FILE: Affected/Injured Employee's date of birth, gender, date of hire, and hours of employment.

Root Causes:
(Please look at all the factors that may have contributed to the accident. Such factors may include equipment, environment, policies, procedures, and personnel.)
Accident was off-site.

Recommendations/Preventive Measures:
None: accident was off site.

Corrective Actions Target Date (yyyy/mm/dd): 2016/06/30	Corrective Actions Complete Date (yyyy/mm/dd): 2016/06/30
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Other Comments:
Accident was off-site. No corrective actions needed.

Second Higher Authority Review

Last Name:	First Name:	Phone Number:	Email:
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Occupation/Position:	Department:
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Comments:

Third Higher Authority Review

Last Name Name:	First Name:	Phone Number:	Email:
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Occupation/Position:	Department:
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Comments:

EHS Review

Last Name:	First Name:	Phone Number:	Email:
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Occupation/Position:	Department:
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Comments:



University of Washington Accident / Incident Report

Report Number: 2016-06-034

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: [REDACTED]	Email: [REDACTED]
Occupation/Position: GRADUATE RESEARCH STUDENT ASSISTANT	Department: MATERIALS SCI & ENGRG
Date Reported (yyyy/mm/dd): 2016/06/14	Time of Reporting: 10:13 AM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: [REDACTED]	Email: [REDACTED]
Occupation/Position: GRADUATE RESEARCH STUDENT ASSISTANT	Department: MATERIALS SCI & ENGRG

Incident Details

Date of Incident (yyyy/mm/dd): 2016/06/04	Time of Incident: 2:30 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: ROBERTS HALL	
Room: 129	Other:	

Incident Details:

I was cleaning glassware with octylamine and the solvent did get on my gloves. After awhile I noticed a burning sensation on my right hand, between the middle and ring fingers. Taking off my glove I noticed it was red and looked like there were possible blisters forming. I ran my hand under water for 15 min and washed with soap 2x. Inspecting my gloves, I could find no hole in the area that was exposed. I was using nitrile gloves, which are rated for 60 min with octylamine; I had used the chemical for no more than 20 minutes.

Attachment: No

Supervisor

Last Name: KRISHNAN	First Name: KANNAN
Phone: +1 206 543-2814	Email: kannanmk@uw.edu
Occupation/Position: PROFESSOR	Department: MATERIALS SCI & ENGRG

Classification

Level 1:
Injury or Exposure, no first aid required,

Type of Incident

Injury Description: Burn (Thermal, Chemical, Electrical),
Body Parts Affected: Hands, Wrists,
Cause of Injury or Damage: Chemicals,

Possible Causes

Equipment: Inadequate Guards/Barriers,
Environment:
Policies / Procedures:
Human Factors:

Suggested corrective action by the affected party			
Replace gloves more often when using octylamine to wash glassware; double glove if using large amounts.			
Supervisor's Comments			
<p>Root Causes: (Please look at all the factors that may have contributed to the accident. Such factors may include equipment, environment, policies, procedures, and personnel.) None that we can think of. [REDACTED] was following all the guidelines correctly.</p>			
<p>Recommendations/Preventive Measures: [REDACTED] will use double gloves in the future when handling this solvent</p>			
Corrective Actions Target Date (yyyy/mm/dd): 2016/06/19	Corrective Actions Complete Date (yyyy/mm/dd): 2016/06/19		
<p>Other Comments: I have discussed the matter with [REDACTED]. It appears that she was following all the regulations correctly. In the future she will use two gloves when handling this solvent.</p>			
EHS Review			
Last Name:	First Name:	Phone Number:	Email:
Occupation/Position:		Department:	
Comments:			



University of Washington Accident / Incident Report

Report Number: 2016-06-077

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone:	Email: [REDACTED]
Occupation/Position: RESEARCH ASSOCIATE	Department: MATERIALS SCI & ENGRG
Date Reported (yyyy/mm/dd): 2016/06/28	Time of Reporting: 02:25 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone:	Email: [REDACTED]
Occupation/Position: RESEARCH ASSOCIATE	Department: MATERIALS SCI & ENGRG

Incident Details

Date of Incident (yyyy/mm/dd): 2016/06/28	Time of Incident: 2:00 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: MUELLER HALL	
Room:	Other:	

Incident Details:

During a high temperature chemical synthesis (320C) of iron oxide nanoparticles, a poor seal in the flask/condenser system caused solvent leakage and led to ignition of fiber glass insulation surrounding the reaction flask within a chemical fume hood. A fire extinguisher was promptly used by trained staff to extinguish the fire. No personnel was injured during the incident and no property was damaged.

Attachment: No

Supervisor

Last Name: ZHANG	First Name: MIQIN
Phone: +1 206 616-9356	Email: mzhang@u.washington.edu
Occupation/Position: PROFESSOR	Department: MATERIALS SCI & ENGRG

Classification

Level 2:
Fire or Explosion,

Type of Incident

Injury Description: None,
 Body Parts Affected: None,
 Cause of Injury or Damage: None,

Possible Causes

Equipment: Defective Tools, Equipment, Inadequate Maintenance,
 Environment:
 Policies / Procedures:
 Human Factors:

Suggested corrective action by the affected party

In the future we will ensure keck clips are in good working order and used properly on glassware to better seal joints. Please note keck clips are always used, however, a keck clip failure due to misuse
 ON FILE: Affected/Injured Employee's date of birth, gender, date of hire, and hours of employment.

or damage could have led to this incident. The use of fiberglass insulation that was damaged or contaminated from previous use may have contributed to the incident. We will purchase new fiberglass insulation, inspect regularly and replace when needed.

Supervisor's Comments

Root Causes:

(Please look at all the factors that may have contributed to the accident. Such factors may include equipment, environment, policies, procedures, and personnel.)

Immediately prior to the fume hood fire, personnel noticed what appeared to be a minor amount of solvent (octadecene, low volatility and high boiling point) on the fiberglass insulation surrounding the reaction vessel. This solvent could have come from the reaction due to leakage of the system or from contamination during solvent handling in the fume hood. Solvent/insulation interaction at high temperature is likely the cause of ignition.

Recommendations/Preventive Measures:

To prevent this issue in the future, personnel was retrained on proper use of keck clips to improve seal on reaction glassware. In addition, personnel were reminded to thoroughly inspect all fiberglass insulation before use and replace if any damage or contamination is found. Finally, personnel were instructed to immediately turn off the heating source if any solvent is observed on the fiberglass insulation in the future.

Corrective Actions Target Date (yyyy/mm/dd):
2016/06/28

Corrective Actions Complete Date (yyyy/mm/dd):
2016/06/28

Other Comments:

Second Higher Authority Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:

EHS Review

Last Name: Haggard

First Name: Angelina M

Phone Number: +1 206 616-3442

Email: ahaggard@uw.edu

Occupation/Position:

Department:

Comments: 6/28/16 forwarded to Building Fire & Safety due to fire extinguisher use



University of Washington Accident / Incident Report

Report Number: 2016-04-054

Contact EH&S at 206-543-7262

Person Reporting Incident		
Last Name: KIM	First Name: ANTHONY	
Phone: +1 206 543-8786	Email: andykim@uw.edu	
Occupation/Position: LECTURER	Department: CHEMICAL ENGINEERING	
Date Reported (yyyy/mm/dd): 2016/04/19	Time of Reporting: 05:45 PM	
Person Involved or Affected		
Last Name: [REDACTED]	First Name: [REDACTED]	
Phone:	Email:	
Occupation/Position: Undergraduate Student	Department:	
Person was in Paid Position: No		
Incident Details		
Date of Incident (yyyy/mm/dd): 2016/04/18	Time of Incident: 4:00 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: BENSON HALL	
Room: 121	Other:	
Incident Details: During Polymer Chemistry lab, [REDACTED] noticed a small spot of blood on one gloved finger, indicating that the finger had been pierced by a hypodermic needle. She was working with 20 gauge hypodermic needles as part of the lab. She did not feel any pain prior to noticing the blood, and bleeding stopped easily. The Polymer Chemistry lab does not use any biological agents or microbes. She washed the wound and put on a band-aid. Discussion of the incident with [REDACTED] led to the conclusion that the piercing most likely occurred while uncapping a needle and applying a counterforce to the cap while pulling it off. Working under a fume hood (a somewhat confined space) would be a contributing factor to the tendency to apply a counterforce while uncapping needles.		
Attachment: No		
Supervisor		
Last Name: KIM	First Name: ANTHONY	
Phone: +1 206 543-8786	Email: andykim@uw.edu	
Occupation/Position: LECTURER	Department: CHEMICAL ENGINEERING	
Classification		
Level 1: Injury requiring first aid,		
Type of Incident		
Injury Description: Cut, Laceration, Puncture, Scratch, Abrasion (Open Wound),		
Body Parts Affected: Fingers,		
Cause of Injury or Damage: Needles, Medical Sharps, Scalpels, etc. (Clinical, Research, Teaching),		
Possible Causes		
Equipment:		
Environment:		
Policies / Procedures:		

ON FILE: Affected/Injured Employee's date of birth, gender, date of hire, and hours of employment.

Human Factors: **Inadequate Training,**

Suggested corrective action by the affected party

Proper procedures for uncapping and using hypodermic needles were demonstrated to all students during Week 1 of the quarter, however the detail to un-cap by using a continuous motion away from the needle (and avoid the tendency to apply a counter-force during uncapping) may not have been stressed. An additional precaution for un-capping needles while working in a fume hood is needed: uncapping should be done outside the fume hood, where there is ample unobstructed space to remove the cap with a continuous motion away from the needle. A written procedure and hands-on demonstrations incorporating above will be provided to all students by April 25.

Supervisor's Comments

Root Causes:

(Please look at all the factors that may have contributed to the accident. Such factors may include equipment, environment, policies, procedures, and personnel.)

Recommendations/Preventive Measures:

Corrective Actions Target Date (yyyy/mm/dd):

Corrective Actions Complete Date (yyyy/mm/dd):

Other Comments:

EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:



University of Washington Accident / Incident Report

Report Number: 2016-05-089

Contact EH&S at 206-543-7388

Person Reporting Incident		
Last Name: [REDACTED]	First Name: [REDACTED]	
Phone: + [REDACTED]	Email: [REDACTED]	
Occupation/Position: SENIOR FELLOW	Department: BIOENGINEERING	
Date Reported (yyyy/mm/dd): 2016/05/23	Time of Reporting: 01:58 PM	
Person Involved or Affected		
Last Name: [REDACTED]	First Name: [REDACTED]	
Phone: + [REDACTED]	Email: [REDACTED]	
Occupation/Position: SENIOR FELLOW	Department: BIOENGINEERING	
Incident Details		
Date of Incident (yyyy/mm/dd): 2016/05/23	Time of Incident: 1:00 PM	When Shift Begins: 1:00 PM
Campus: Seattle	Incident Location/Parking Lot: MAG HEALTH SCIENCES	
Room: G109	Other:	
Incident Details: When I attended the 'Mouse Hands-on Laboratory' training, I was bit by the mouse. I already scrubbed my wound thoroughly 15 minutes using warm water. Attachment: No		
Supervisor		
Last Name: WANG	First Name: RUIKANG	
Phone: +1 206 616-5025	Email: wangrk@uw.edu	
Occupation/Position: PROFESSOR	Department: BIOENGINEERING	
Classification		
Level 1: Injury or Exposure, no first aid required,		
Type of Incident		
Injury Description: Broken or Lost Tooth, Cut, Laceration, Puncture, Scratch, Abrasion (Open Wound),		
Body Parts Affected: Hands, Wrists,		
Cause of Injury or Damage: Animal (Other than Primates),		
Possible Causes		
Equipment: Other,		
Environment: Animal Action,		
Policies / Procedures: Other,		
Human Factors: Other,		
Suggested corrective action by the affected party		
Supervisor's Comments		

Root Causes:

(Please look at all the factors that may have contributed to the accident. Such factors may include equipment, environment, policies, procedures, and personnel.)

When dealing with animals, this incident may occasionally happens. This is the responsibility of trainee and course instructor to prevent this from happening.

Recommendations/Preventive Measures:

handle with caution, following instructions given by the instructors.

Corrective Actions Target Date (yyyy/mm/dd):
2016/05/23

Corrective Actions Complete Date (yyyy/mm/dd):
2016/05/23

Other Comments:

I am the adviser for the person involved in the incident, not the supervisor for the training course (use of animals) where the incident happened. However, in future, I will emphasize the safety cautious to my personnel before training.

EHS Review

Last Name:**HAGGARD**

First Name:**ANGELINA M**

Phone Number:**+1 206 616-3442**

Email:**ahaggard@uw.edu**

Occupation/Position:

Department:

Comments:**on 5/23/16 forwarded to OHN & Emp Health**

University-Wide Health and Safety Committee Meeting Agenda

July 13, 2016
1:00 – 2:30 PM

Foege N130A

Regular Attendees:

- 2016-2017 University-Wide Health and Safety Committee Members
(<http://www.ehs.washington.edu/ohssafcom/groups.shtm>)
- Jude Van Buren, Katia Harb, Emma Alder, EH&S

Agenda Items	Persons Responsible	Process	Time
Call to Order	Leslie Anderson	Robert's Rules of Order	
Approval of Meeting Minutes	Leslie Anderson	Robert's Rules of Order	5 min
After Action Report: Current Affair	Staci Smith, Emergency Management	Presentation	35 min
Organizational Group Reports	Committee Members	Discussion	15 min
Union Reports	Union Representatives	Discussion	10 min
Ex-Officio Reports	Ex-Officio Members	Discussion	10 min
Health and Safety Governance Task Force	Susan Freccia, Compliance and Risk Services	Discussion	10 min
EH&S Reports	EH&S Updates	Discussion	5 min
Adjourn	Leslie Anderson	Robert's Rules of Order	

**University-Wide Health and Safety Committee
Meeting Minutes**

June 8, 2016 1:00-2:30 pm
Foegen N130A

Elected Membership		Appointed Membership		Guests	
X	Leslie Anderson (1)	X	Chad Cook (2)	X	Mike Zittle, EH&S
X	Ryan Hawkinson (1)		Paul Zuchowski (3)	X	Phil Campbell, EH&S
	Sterling Luke (2)	X	Melissa Banks (7)	X	Phil Numoto, EH&S
X	Sara Jones (3)	X	Nadia Khan (4)	X	Chris Pennington, Facilities Services
X	Carol Harvey (4)		Liz Kindred (5)		
X	Stephen Lundgren (5)		David Zuckerman (10)		
X	Ron Maxell (6)		Liz Kindred (5)		
	Paul Miller (6)	X	Sonia Honeydew (9)		
X	Kelly Carter-Lynn (7)				
	Betsy Brown (7)				
	Alex Volkman (8)				
	Meghan Fuhlman (8)				
X	Hannah Wilson (8)				
X	David Warren (10)				
	Rick Gleason (Faculty Senate)				
Labor Union Representation		Ex Officio Membership		Support	
	Paula Lukaszek WFSE Local 1488	X	Michelle Doiron Attorneys General Office		Jude Van Buren, Director, EH&S
	Vacant SEIU Local 1199	X	Tracey Mosier Facilities Services	X	Katia Harb, Asst. Director, EH&S
	Vacant SEIU 925		Wendy Winslow-Nason Risk Management		Emma Alder, EH&S
	Vacant UAW 4121		Ron Fouty Capital Projects	X	Angie Haggard, EH&S

***X= Present at meeting**

Agenda

1. Call to Order
 2. Approval of Minutes
 3. Organizational Group Reports
 4. Union Reports
 5. Ex-Officio Reports
 6. EH&S Reports
 7. Personal Protective Equipment (PPE)
 8. Open Discussion
 9. Adjourn
-

Recorded: by Angie Haggard

1. **Call to Order:** Meeting was called to order at 1:04 PM by Leslie Anderson.
2. **Approval of Minutes:** No changes to the May minutes were suggested. The minutes were approved as written.
3. **Organizational Group Reports:**
 - a. **Group 1:** Ryan Hawkinson reported Group 1 met earlier in the day. The group reviewed the Online Accident Reporting System (OARS) reports. New members were appointed from CoMotion – Elizabeth Scallon and Mike Clarke. The committee discussed vendor incident concerns. An update from the U-Wide meeting was also given.
 - b. **Group 2:** Chad Cook reported Group 2 met on May 12th. They discussed OARS reports. Sterling Luke was elected co-chair. An update from the U-Wide May meeting was given. The regional exercise Cascadia Rising was also discussed.
 - c. **Group 3:** Sara Jones reported that Group 3 met in May. They reviewed OARS reports and noted McCarty Hall is still listed as a location even though it was demolished earlier this year; EH&S will follow-up. A U-Wide update was also provided. Group 3 is looking for good presentations for the committee and departments. UWPD officers are attending crisis training and receiving specific training for autism awareness. They anticipate all UWPD staff will be trained by 2017. They also discussed an increased trend in bike tire thefts. There was also a discussion about recent protests on campus. Members expressed concern that the protesters were blocking intersections and/or access to medical facilities. EH&S guidance was requested regarding the “Epi-pen” email received by health & safety committee members. Specifically, storage and administration of epi pens. Katia shared that EH&S and Risk Services addressed this issue a few years ago while assisting a department with

first aid and emergency preparedness for an academic course. It is not recommended that departments stock and/or administer epi pens. It is the individual's responsibility to store and self-administer their epi pen.

- d. **Group 4:** Nadia Khan reported Group 4 met on May 24th. Guest Speaker Jen Self, Q Center Director, provided a Federal, State and UW update regarding all-gender restrooms on campus. There is support from the President's office for all-gender restrooms. Currently, facilities is converting single stall restrooms. Sara Jones stated that IMA recently converted a storage room to all-gender. Staff education regarding gender identification is important. Nadia also shared that Social Work successfully transitioned a multi-stall restroom a few years ago. Group 4 discussed the topics of the OARS reports reviewed by their subcommittee. Emergency alerts were also discussed due to the recent assault in the Health Sciences building. Group 4 requested another session with UWPD for clarification regarding the timeliness of alerts. Katia stated a Health Sciences community conversation led by Health Sciences Academic Services & Facilities and UWPD took place on June 6th about the recent incident. There will be a review of the Administrative Policy Statements (APS) regarding public access to UW buildings.
- e. **Group 5:** Stephen Lundgren reported there was no Group 5 May meeting. He said that HMC is anticipating a phone call regarding the regional exercise, Cascadia Rising. There are concerns regarding older buildings and seismic risk efforts have been implemented. Stephen conducted his Safety Warden tests which took 17 minutes. He reminded the committee to "Drop-Cover-Hold On". The campus has well trained staff. There was a recent conversion to all gender restrooms. Inconsistent policies between UW and vendor security staff caused confusion for patients at the 9th and Jefferson Bldg. The building will transition to all UW security staff.
- f. **Group 6:** Ron Maxell reported Group 6 had a short meeting. Angie Haggard took the meeting minutes and assisted with the U-Wide update. Group 6 is still looking for more members. The Dean's Office will send out an announcement for additional members. Ron's assignment at the University was extended another three months.
- g. **Group 7:** Mel Banks reported the Bothell campus has a new CPR/AED trainer. Their monthly meeting is next week. She acknowledged Emma's update at last month's U-Wide meeting regarding field safety protocol. The Cascadia Rising exercise and drills were cooperative and successful.
- h. **Group 8:** Hannah Wilson reported on the success of lock down and evacuation drills.
- i. **Group 9:** Sonia Honeydew reported Group 9 invited guest speaker Mike Sletten, Security Services Manager, who presented Active Shooter Response training as well as briefed the group on the recent assault in the

Health Sciences Building. The new fire safety evacuation plan (FSEP) template was shared with the group. They also discussed the BBQ permit process and all-gender restrooms. Group 9 extends their congratulations to Emma Alder in her new position as the Accident Prevention Manger.

- j. **Group 10:** David Warren reported Group 10 reviewed OARS reports. According to MyChem, 11% of group 10's labs are not updated. However, this is because there are zero chemicals in these labs. Group 10 requested EH&S guidance to reset the labs. There is a new arboretum outdoor space. There is now a parking lot and building numbering system with high visibility. Radios were issued to staff to improve safety communication and educating staff of known communication "dead zones". All staff are AED trained. They expressed concern for pedestrian access and/or flow due to the proposed location of the homeless camp. The Dean's Office is reviewing specialized training needs for wilderness, ships, water safety, and diving. Group 10 is in the process of updating their new employee orientation template and conducted Husky ready 2.0 review. Group 10 will share their completed new employee safety orientation template with the U-Wide committee.
- k. **Faculty Senate:** No report.

4. **Union Reports:** Stephen Lundgren reported the masons filed a grievance involving Clark Hall and they may be reappointing new union representative.

5. **Ex-Officio:** No reports. Chair Anderson reported the FSEP will go live.

6. **EH&S Reports:**

Staffing Update: Katia Harb announced Emma Alder's new role as the Accident Prevent Manager for the Accident Prevention Unit in ROS. John Eriksen and Angie Haggard are also staffing this new unit. The unit will be responsible for training, OARS, and Health & Safety Committees. There will be an 18-month project to help departments develop and maintain. Accident Prevention Plans primarily focused on template updates, outreach, tools, and resources.

L&I Update: Katia gave an update on recent L&I compliance activities. The University received a phone fax inquiry about seismic upgrades for campus. There is an effort in place to prioritize and begin implement seismic upgrades for UW buildings. Monies may be requested at the state level. The response is due June 10.

- a. EH&S Radiation Safety presentation by Phil Campbell and Mike Zittle
- b. EH&S PPE presentation by Katia Harb and Phil Numoto
 - i. Slides will be posted online here:

<http://www.ehs.washington.edu/ohssafcom/mtgminutes16.shtm>

7. **Meeting Adjournment:** Leslie adjourned the meeting at 2: 29 PM.