

Agenda – April 24, 2017
Group 9 Health and Safety Committee (College of Engineering)

1. Attending

Fiona Spencer or Eliot George, AA
Colleen Irvin, BioE
Sean Yeung, CEE
Michael Pomfret, CEI
Kameron Harmon, ChemE
Sonia Honeydew, CoE DO
Tracy Erbeck, CSE

Karen Liebert, EE
Angie Haggard, EH&S
Allen Lee for Morgan Tubby, HCDE
Jenny Dutton or Sheila Prusa, ISE
Bill Kuykendall, ME
Chris Adams, MoES
Tatyana Galenko, MSE

2. Guest Speaker

- Karen Crow re: EH&S website redesign

3. Previous Meeting Minutes

- March 2017 – approve? Corrections?

4. Group Business

- Group 9 goals for 2017 (continued discussion)
 - EEOP/FSEP review – for each bldg: do you have a plan? When last updated? Submitted to EH&S?
 - MyChem review – follow-up notes from Erin's report
- U-wide charter: homework is to review so we can customize for Group 9 at May mtg.
- Group 9 ideas for fostering culture of safety (continued discussion)
 - RE: consequences for non-compliance 30 days after safety surveys, notes from Stephanie Harrington.
 - Status on Group 9 dashboard?
 - Executive Sponsor packet on Google drive
 - RE: College-wide consistency in lab safety training – review EH&S resources

5. Department Incident Reports

- MSE – centrifuge container holding cell pellet expelled by trace liquid nitrogen (Mar)
- ChemE – cut through glove while washing broken glassware (Mar)

6. UW-Wide Meeting

- March minutes attached. Any comments from Colleen?
- April agenda attached. Highlights:
 - Mumps update
 - EH&S staff update: Scott Nelson, Fire Safety Manager
 - U-wide subcommittee on evening safety & best practices for after-hours emergencies
 - New member Eli King works with Steve Charvat in Emergency Management

7. Department Updates

8. Next Meeting

- April 24th at 3pm, in CSE 128.

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

Meeting Date: March 27, 2017

Attended

Fiona Spencer, AA

J. Sean Yeung, CEE

Kameron Harmon, ChemE

Tracy Erbeck, CSE

Sonia Honeydew, DO

Karen Liebert, EE

Angie Haggard, EH&S

Stacia Green for Morgan Tubby, HCDE

Jenny Dutton for Sheila Prusa, ISE

Bill Kuykendall, ME

Chris Adams, MoIES

Tatyana Galenko, MSE

Absent

Colleen Irvin, BioE

Guest Speaker: Erin McKeown of EH&S MyChem

- MyChem is web-accessible database that is a repository of hazards info, connected to contact and location to make inventory reports and regulated hazardous materials reports.
- You can request access to MyChem, maintain inventories and associated hazard data, create updated lab caution signs for posting, participate in chemical exchanges, and ****generate waste collection requests****. Once you have access, you can give access to others. To see when info updated across dept, get departmental view account from Erin.
- Inventory = what is normally present, in maximum quantities. Emergency responders use this information to determine how to respond in specific rooms. (UWPD should contact EH&S, 24/7, to get info for SFD.)
- Sigma Aldrich SDS (Safety Data Sheets) are updated electronically and as EH&S receives paper copies daily from the vendor. Other vendor SDSs are updated as EH&S receives more current copies, or when users send or attach new/updated SDS' to a chemical entry in MyChem. There is an SDS revision date visible when you search for chemicals and view the search results.
- Recent changes to MyChem include:

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- the contact info for lab caution signs will soon use a drop-down list of existing contacts;
- caution sign pages were updated to clarify that PPE are meant to advise *visitors, not employees* about required PPE;
- within the inventory you can generate chemical waste collection reports and the report automatically goes to EH&S;
- you can add a comment to the waste collection requests report to help EH&S locate the waste.
- EH&S maintains and adjusts MyChem, maintains the library of SDS, sets up inventory locations (they hope to link to MAPS eventually), reviews chemical inventory before lab safety surveys (looking for high hazards, current contacts and training), produce regulatory reports such as summarizing chemical loads in buildings, and provide info during emergencies.

Previous Meeting Minutes

- February 2017 – approved with correction

Group Business

- Group 9 goals for 2017:
 - HSP/APP review – Each dept reported whether have an H&SP or APP; Sonia follow up with AA, BioE, and ISE. This item off the agenda until August when we have Emma’s concise customizable APP template.
 - EEOP/FSEP review – ED is responsible; if not named yet, then BC. EDs should meet with EWs at least annually when review plan, but recommend every other month informal meeting, or when have changes or drills. EH&S oversight of plans not tight yet, but Group 9 can assist by submitting copies of our building evacuation plans. Homework: for each building, do you have a plan and when was it last updated? (Include link to template.)
 - MyChem – Each dept reported, to best of their knowledge, when MyChem last updated; Sonia follow up with Erin McKeown for report. Chris shared best practice: data entry can be a barrier so if you can get the lab to document inventory on paper, someone else can do the lab’s data entry work. MyChem is now off our “Goals” agenda.
- New resources on Group 9 shared Google drive were noted. Homework: review U-wide charter so we can customize for Group 9 in May.

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- Group 9 ideas for fostering culture of safety:
 - Regarding consequences for non-compliance 30 days after safety surveys:
 - circle back in May meeting when LSI dashboard executive level available and reviewed, to define scope of problem.
 - Meanwhile, Sonia ask about best practice of Stephanie Harrington, Assoc Dean of College of Environment.
 - Group discussed challenge of using OARS reports for benchmarking because of inconsistent reporting (EH&S efforts focus on injuries to employees; student non-employees not required to submit OARS reports for incidents, though those reports can help us identify safety improvements. Note that volunteers may still be covered by workers comp in special category.) But Angie and Emma will start a Group 9 dashboard for us! There was a discussion about how the Executive Sponsor packet winnows down all 2016 OARS reports (CoE had 40) to those that took place in 2016 (CoE had 37), to those about UW employees (CoE had 33), to those resulting in injury (CoE had 27), to those that were recordable injuries (CoE had 14). This is a new way to present consistent data to all Executive Sponsors. Sonia post Executive Sponsor packet on Group 9 Google Drive.
 - College-wide consistency in lab safety training -- additional ideas:
 - shared library of SOP's – see EH&S templates
 - make it part of the PI hiring process to review how to set up a lab and review safety training, and sign off on those reviews. Review PI packet as part of onboarding a PI.

Incident Reports

- CEE – forgotten base solution melted bottle in oven after water vaporized (Feb) – discuss in May

UW-Wide Meeting

- Feb minutes attached.
- Colleen attended March meeting. Highlights:
 - 2016 OARS statistics
 - Continued discussion about after-hours emergency protocol
 - Update on EVP meeting

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Department Updates

- MoIES – Chris is on biohazard waste committee. Is anyone currently doing anything for sharps in bathrooms? Not that we know of.

Next Meeting

- April 24th at 3pm, CSE 128

Accident Summary Report

HSC 9

3/1/2017 to 3/31/2017

<i>Case#</i>	<i>Org Name</i>	<i>Employee Activity</i>	<i>Root Cause</i>	<i>Supervisor Corrective Action</i>
2017-03-033	MATERIALS SCI & ENGRG	A centrifuge container which had contained a cell pellet of e. coli transformed to produce chlorotoxin peptide was closed when a small amount of liquid nitrogen used to freeze the pellet was still remaining inside the container. The container burst and the frozen pellet was expelled onto the floor. There were no personal injuries. The mess was cleaned up with 70% ethanol followed by 10% bleach.	While freezing contents of a centrifuge tube with liquid nitrogen, care was not taken to ensure liquid nitrogen was fully boiled off before centrifuge tube was sealed, which led to pressure build up and failure of tube.	In the future, after freezing of tube contents with liquid nitrogen, personnel will place the open centrifuge tube (loosely covered with foil) in a -80C freezer for 30 minutes to ensure that all liquid nitrogen has boiled off before sealing the centrifuge tube.
2017-03-065	CHEMICAL ENGINEERING	I was neutralizing a piece of glassware that had sulfuric acid in it when I cut myself. I did not see the broken section on the bottom as it was submerged below murky water. I was wearing nitrile gloves at the time and the cut went through the glove. It's a shallow cut no more than 1/4" long. I removed my glove and ran it under water for a few minutes. I then applied pressure for 5 minutes and the bleeding had stopped. I used the lab first aid kit to disinfect and bandage.	The injury (cut) was minor but still likely preventable. There were two apparent causes to this. 1) he was handling glassware that was immersed in a secondary container containing turbid water. 2) the glassware had apparently been damaged (cracked) and he did not notice this during handling leading to the shallow cut.	It is recommended that lab workers carefully inspect all glassware for signs of cracks that can lead to cuts. Any damaged glassware should be disposed or sent for repair. It is also recommended that students do not handle glassware or other laboratory equipment that is submerged in turbid water (e.g. soapy water during washing) since it cannot be observed and can lead to cuts.



University of Washington Accident / Incident Report

Report Number: 2017-03-033

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone:	Email: injury@u.washington.edu
Occupation/Position: RESEARCH AIDE 2	Department: MATERIALS SCI & ENGRG
Date Reported(yyyy/mm/dd): 2017/03/15	Time of Reporting: 12:29 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone:	Email: injury@u.washington.edu
Occupation/Position: RESEARCH AIDE 2	Department: MATERIALS SCI & ENGRG

Incident Details

Date of Incident(yyyy/mm/dd): 2017/03/15	Time of Incident: 12:15 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: MAG HEALTH SCIENCES	
Room: RR704	Other:	

Incident Details:

A centrifuge container which had contained a cell pellet of e. coli transformed to produce chlorotoxin peptide was closed when a small amount of liquid nitrogen used to freeze the pellet was still remaining inside the container. The container burst and the frozen pellet was expelled onto the floor. There were no personal injuries. The mess was cleaned up with 70% ethanol followed by 10% bleach.

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 1:
Near miss (No incident occurred but it could have),
Property damage only,

Type of Incident

Injury Description: Property Damage Only,
Body Parts Affected: None,
Cause of Injury or Damage: Pressure Extreme (High or Low),

Possible Causes

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

Suggested corrective action by the affected party

After freezing the cell pellet and the excess nitrogen is seen to have boiled off, the container should
ON FILE: Affected/Injured Employee's date of birth, gender, date of hire, and hours of employment.

be placed into the -80C freezer with the lid off (cover with foil) for 30 minutes before closing the lid entirely. This will prevent any liquid nitrogen from remaining in the container when it is sealed.

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.)

While freezing contents of a centrifuge tube with liquid nitrogen, care was not taken to ensure liquid nitrogen was fully boiled off before centrifuge tube was sealed, which led to pressure build up and failure of tube.

Recommendations/Preventive Measures:

In the future, after freezing of tube contents with liquid nitrogen, personnel will place the open centrifuge tube (loosely covered with foil) in a -80C freezer for 30 minutes to ensure that all liquid nitrogen has boiled off before sealing the centrifuge tube.

Corrective Actions Target Date (yyyy/mm/dd):
2017/03/15

Corrective Actions Complete Date (yyyy/mm/dd):
2017/03/15

Other Comments:

no additional comments

EHS Review

Last Name: **HAGGARD**

First Name: **ANGELINA M**

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

Email: **ahaggard@uw.edu**

Occupation/Position:

Department:

Comments: **3/15 forwarded to Eleanor Wade - Angie Haggard**



University of Washington Accident / Incident Report

Report Number: 2017-03-065

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone:	Email: [REDACTED]
Occupation/Position: RESEARCH ASSOCIATE	Department: CHEMICAL ENGINEERING
Date Reported(yyyy/mm/dd): 2017/03/23	Time of Reporting: 03:38 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone:	Email: [REDACTED]
Occupation/Position: RESEARCH ASSOCIATE	Department: CHEMICAL ENGINEERING

Incident Details

Date of Incident(yyyy/mm/dd): 2017/03/23	Time of Incident: 2:30 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: BENSON HALL	
Room: B13	Other:	

Incident Details:

I was neutralizing a piece of glassware that had sulfuric acid in it when I cut myself. I did not see the broken section on the bottom as it was submerged below murky water. I was wearing nitrite gloves at the time and the cut went through the glove. It's a shallow cut no more than 1/4" long. I removed my glove and ran it under water for a few minutes. I then applied pressure for 5 minutes and the bleeding had stopped. I used the lab first aid kit to disinfect and bandage.

Attachment: No

Supervisor

Last Name: POZZO	First Name: LILO
Phone: +1 206 685-8536	Email: dpozzo@u.washington.edu
Occupation/Position: ASSOCIATE PROFESSOR	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: Broken Glass, Splinter, Sharp Furniture Edge, etc.,

Possible Causes

Equipment:

Environment:

Policies / Procedures: Other,

Human Factors:

Suggested corrective action by the affected party

Examine glassware fully for cracks before washing/handling.

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

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.) The injury (cut) was minor but still likely preventable. There were two apparent causes to this. 1) he was handling glassware that was immersed in a secondary container containing turbid water. 2) the glassware had apparently been damaged (cracked) and he did not notice this during handling leading to the shallow cut.</p>			
<p>Recommendations/Preventive Measures: It is recommended that lab workers carefully inspect all glassware for signs of cracks that can lead to cuts. Any damaged glassware should be disposed or sent for repair. It is also recommended that students do not handle glassware or other laboratory equipment that is submerged in turbid water (e.g. soapy water during washing) since it cannot be observed and can lead to cuts.</p>			
Corrective Actions Target Date (yyyy/mm/dd): 2017/03/28		Corrective Actions Complete Date (yyyy/mm/dd): 2017/03/28	
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: 3/23/17 forwarded to Mark Murray, Tracy Harvey - Angie Haggard			

University-Wide (U-Wide) Health and Safety Committee
March 8, 2017 Meeting Minutes
1:00-2:30 pm Foege N130A

	Elected Members (Group)		Appointed Members (Group)		EH&S Staff
x	Leslie Anderson (1) Chair		Chad Cook (2)	x	Jude Van Buren
x	Ryan Hawkinson (1)		Paul Zuchowski (3)	X	Denise Bender
	Sterling Luke (2)		Beth Hammermeister (4)	x	Emma Corell
	Justin Berry (3)	x	Liz Kindred (5)	x	Angelina Haggard
	Carol Harvey (4)		Sonia Honeydew (9)	x	Robyn Kunsman
	Stephen Lundgren (5)		David Zuckerman (10)	x	Katia Harb
x	Maggie Luning (6)			x	Mark Murray
	Tamara Leonard (6)				
	Melissa Banks (7)				Guests
x	Kelly Carter-Lynn (7)				
	Alex Volkman (8)				
x	Hannah Wilson (8)				
x	Colleen Irvin (9)				
x	David Warren (10)				
x	Rick Gleason (Faculty Senate)				
	Labor Union Representation		Ex-Officio Members		Ex-Officio Members
	Paula Lukaszek, WFSE Local 1488	x	Michelle Doiron, Attorney General's Office		Chief John Vinson, UWPD
	Vacant, SEIU Local 1199	X	Tracey Mosier, Facilities Services	x	Jay Sedivy, Transportation Services
x	Hannah Barnett, SEIU Local 925	x	Chris Pennington, Facilities Services		Vacant, Risk Management
	Taylor Stepien, Graduate & Professional Student Senate (GPSS), UAW 4121	X	Steve Charvat, Emergency Management		Ron Fouty, Capital Planning & Development
			Stacie Smith, Emergency Management		

*x= Present at meeting

Agenda

1. Call to Order
 2. Approval of Meeting Minutes
 3. 2016 OARS Statistics
 4. Continuation of Kane Hall/After Hours Emergency Discussion
 5. Organizational Group Reports
 6. Union Reports
 7. Faculty Senate Reports
 8. Ex-Officio Reports
 9. Environmental Health & Safety (EH&S) Updates
 10. Good of the Order
 11. Adjournment
-

Recorded by Robyn Kunsman

1. **Call to Order:** The meeting was called to order at 1:06 PM by Leslie Anderson.
2. **Approval of Meeting Minutes:** The February meeting minutes were approved as corrected.
3. **2016 OARS Statistics:** Emma Corell presented University-wide OARS statistics for 2016 and discussed ongoing initiatives to improve safety performance and reduce injuries.
4. **Continuation of Kane Hall/After Hours Emergency Discussion:** Leslie Anderson led the discussion regarding Kane Hall and after hours emergency protocol. The focus was on who trains night faculty, staff, and students with emergency procedures, as well as safety of evening events. There is a UW Alert system concern regarding lack of direction and overarching policy.

Steve Charvat stated that timely info is shared between a crisis communication group. Special events planning guidance can be provided.

Mark Murray stated that individual building plans include direction.

Chief Vinson wants a meeting to discuss the event and future preparations that can be taken. Leslie Anderson has also requested that all groups meet collectively to discuss the matter.

Kelly Carter-Lynn stated the importance of making faculty fully aware of responsibilities and promoting that safety culture to others.

5. Organizational Group Reports

- a. **Group 1:** Leslie Anderson and Ryan Hawkinson reported that Group 1 met earlier today. The group reviewed the Online Accident Reporting System (OARS) reports. New member from the Athletics Department was introduced. The event at Kane Hall/Red Square was discussed.

- b. **Group 2:** Tracey Mosier and Angelina Haggard reported that Group 2 met. They did not discuss OARS reports.
- c. **Group 3:** Group 3 was not present.
- d. **Group 4:** Emma Corell reported that the Group 4 subcommittee reviewed OARS reports. The committee brought up that the School of Nursing wants a new safety orientation for faculty and staff. EH&S offered to provide materials to help get the school started.
- e. **Group 5:** Liz Kindred reported that Group 5 reviewed monthly OARS reports and 2016 numbers. They will examine an individual topic each month.
- f. **Group 6:** Maggie Luning reported that Group 6 met and reviewed OARS reports. They discussed event planning and familiarizing yourself with the building you occupy.
- g. **Group 7:** Kelly Carter-Lynn reported that Group 7 reviewed OARS reports. Elections, including for a new Chair, were held. They discussed ways of informing others of the appropriate actions to take during an emergency like that in Red Square. They want AEDs to be acquired for all buildings, as well as No Speeding signs.
- h. **Group 8:** Hannah Wilson reported that Group 8 reviewed OARS reports. They discussed a student death on campus on Jan 19. It was concluded that correct actions were taken by staff in that situation.
- i. **Group 9:** Sonia Honeydew reported that Group 9 reviewed OARS reports. They discussed how to incorporate more of a safety culture among departments. Evacuation phone trees were suggested, along with the importance of getting the most out of the lab safety initiative.
- j. **Group 10:** David Warren reported that Group 10 reviewed OARS report and welcomed new members.

6. Union Reports: Hannah Barnett discussed distributing emergency contacts.

7. Faculty Senate Reports: Rick Gleason had no report at this time.

8. Ex-Officio Reports: No reports.

7. Environmental Health & Safety Updates: Time did not allow.

8. Good of the Order: Time did not allow.

9. Adjournment: Leslie Anderson adjourned the meeting at 2:31 PM.

University-Wide (U-Wide) Health and Safety Committee Meeting Agenda

April 12, 2017

1:00 – 2:30 PM

William H. Foege Bldg. N-130A

Regular Attendees:

- 2016-2017 University-Wide Health and Safety Committee Members
<http://www.ehs.washington.edu/ohssafcom/index.shtm>
- EH&S Staff : Jude Van Buren, Denise Bender, Emma Corell, Angie Haggard, Robyn Kunsman

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
EH&S Updates	Sheryl Schwartz – Mumps Update Mark Murray – Staff Update Emma Corell – L&I Update	Discussion	15 min
Continuation of Kane Hall/After Hours Emergency Discussion	Committee Members	Discussion	25 min
Organizational Group Reports*	Committee Members	Discussion	20 min
Union Reports	Union Representatives	Discussion	10 min
Ex-Officio Reports	Ex-Officio Members	Discussion	10 min
Good of the Order	Committee Members	Discussion	5 min
Adjourn	Leslie Anderson	Robert's Rules of Order	

*Organizational Group Reports include topics covered at their most recent meeting

Please send ideas for agenda items to Leslie Anderson at least 2 weeks prior to our meetings.