

Agenda – March 26, 2018
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 or Michael Glidden,
CoE DO
Tracy Erbeck or Sophie Ostlund, CSE

John Young, EE
Angie Haggard, EH&S
Stacia Green, HCDE (absent)
Sheila Prusa, ISE
Bill Kuykendall, ME
Chris Adams, MoES/NanoES
Tatyana Galenko, MSE
Michael Khbeis, WNF

2. Previous Meeting Minutes

- February 2018 – approve? Corrections?
- Previous meeting minutes are posted at <https://www.engr.washington.edu/mycoe/safety#>

3. Department Incident Reports

- CEE – cut finger while scraping metal plate (Jan)
- CEE in More – hit head on ceiling/pipe (Feb)
- EE in Fluke/WNF – acetone poured into EKC photoresist remover bath (Feb)
- AA in Guggenheim – fumes through first floor from spray painting in loading bay (Feb)
- AA in AERB – unidentified haze throughout several floors (Feb)

4. Group Business

- Review second APP of the biennium – D.O.'s core APP
- UWPD's building safety task force
- FS (&EH&S/UWPD's) Building Coordinator Guiding Coalition

5. UW-Wide Meeting

- Feb minutes attached
- Mar agenda attached – U-wide charter; 15th/Pacific intersection; Special Olympics; EOC activations; procedures for UW vehicle accidents

6. Department Updates

Next Meeting

April 30th, at 3pm, in Loew 355

With guest speaker Megan Levy, UWEM business continuity manager

DRAFT Meeting Minutes

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

Meeting Date: Feb 26, 2018

Attended

Eliot George for Fiona Spencer, AA

Colleen Irvin, BioE

J. Sean Yeung, CEE

Michael Pomfret, CEI

Kameron Harmon, ChemE

Sophie Ostlund for Tracy Erbeck, CSE

Sonia Honeydew, DO

Michael Glidden, DO

Angie Haggard, EH&S

Stacia Green, HCDE

Sheila Prusa, ISE

Bill Kuykendall, ME

Chris Adams, MoIES/NanoES

Tatyana Galenko, MSE

Michael Khbeis, WNF

Absent

John Young, EE

Guest Speaker from MAPS: Anthony Nguyen

- Anthony Nguyen and Carl Leist; Maps.uw.edu/GIS; Mapping@uw.edu
- MAPS can help you with campus mapping for free.
- Use MAPS to collect data. They can store data or you can (MS Azure). They set it up and you have the option of writing to your database.
- They can do custom mapping for you, however you want it to look.
- Map indoor spaces (e.g. FS campus engineering mapped fire extinguisher locations, then EH&S created evacuation maps including FS extinguisher data but also show EAPs and areas of refuge) on web-based app that tracks who makes changes. You determine who can view and edit.
- Bill asked about making floor plans with equipment in rooms. Yes, can do that but they're point-based locations. You could even attach pictures of the equipment.
- Go to Facility Information Library (FIL) to retrieve dwgs. SIMS pulls floor plans from same CAD server.
- Chris asked about furniture/inventory tracking. They are talking about a connection to OASIS someday but don't have yet.
- Other ideas: show BSL2 spaces, animal use spaces, building hours and locked doors.
- Connected to MyChem? Hopefully someday.

Previous Meeting Minutes

DRAFT Meeting Minutes

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

- January 2018 – draft minutes approved as is
- Previous meeting minutes are at: <https://www.engr.washington.edu/mycoe/safety#>

Incident Reports

- CEE – cut finger while scraping metal plate (Jan). Occurred back in November. Piece of equipment was stuck. Follow up for more info in March.
- AA – unplanned ignition event (Jan). A contractor overpressurized a line and opened valve fast enough that it ignited the line and blew out pressure transducer. Electricity cut until vented out. Instituted new procedures, and won't use this mix of gas (that was the first and last time). This was the worst that could happen because safety built into the plumbing of that set-up, and it is a high volume lab so they were a long way from igniting the room.
- CSE – trip and fall (Jan). No carpet pull, no furniture moved, no lack of good lighting, no procedure change.
- AA – Facilities scaffolding left in wind tunnel when wind scheduled – near miss (Jan). FS set up scaffolding for lighting work in the wind tunnel. An unidentified person in the lab told FS the winds didn't get high enough to threaten the scaffolding so it could be left up, contrary to original plan. A lab manager noticed the presence of the scaffolding before the wind tunnel was turned on, and contacted FS to come disassemble it. Following up on access issue re: unidentified person in lab. Consider posting a sign, "Warning: winds in this tunnel may reach 140 mph". Consider floor paint with exclusion zone. Next time submit work request for this area include note that can't leave scaffolding up. FS should check in with manager, not trust students blindly.
- MSE – needle stick (Jan). Consider sparging through 3-lock? Fluid drew blood, but got immediate callback from EH&S occupational health nurse. Did this lab whole quarter and this was first accident. Reminded students to be cautious.

Group Business

- Reviewed first APP of the biennium: CSE's core APP. CSE doesn't have any additional hazards (although will clarify closest campus location for personal sharps disposal) so they just use the core APP document, so we looked at the TOC of that as a reminder. Verified with Angie we are fulfilling Group 9 responsibility to review APPs.

DRAFT Meeting Minutes

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

- Charter approved by Dean Bragg with updates. Reviewed updates with group: (1) to clarify purpose, added purpose title sentence, (2) for accountability and flexibility, used nomenclature “members” and “ex-officios,” (3) for greater inclusion/involvement, removed “not open to public” and invited CoE people to reach out and be scheduled guests. Group voted to approve updates.
- At the Feb 8th CoE Space Summit, Sonia addressed Admins/Chairs about safety. Only 54% of CoE labs are meeting EH&S target metrics based on lab safety surveys (per LSI dashboard), and the CoE average is below UW’s. We can improve safety by building a culture of safety and using our resources. Please enter OARS reports so we can continue to improve. Shared spaces have special safety challenges. Handouts were EH&S’ UW Lab Safety Responsibility Matrix and Exposure Response poster.
- UWEM’s UW Resilience Work Group met earlier today regarding UW BARC (Business, Academic, and Research Continuity) program. Megan Levy (LevyM2@uw.edu, 7-8081) is new BARC Manager for UWEM, restarting this effort to get UW in compliance with state law on business continuity planning. Group asked Sonia for state mandate info. Of 702 depts at UW, only 150 plans (21%), and only 35% of those updated in last year. Only 1 totally complete (UWEM). May need to push up from dept level first to work on plans, before top-down UW messaging is arranged. If your department has a plan in place, it’s easier for the university to get you the resources you need to get back online after a disaster; this is a significant advantage.
- H&S-related board/committee survey results – discussion tabled for now, per Angie.

UW-Wide Meeting

- No January meeting, so no January minutes in packet.
- February agenda in packet. Kameron reports: (1) July 4th weekend Special Olympics are here so expect no parking. If want to volunteer, there is training. Plan way ahead. (2) FS dealing with legacy chemicals, particularly a drain cleaner called Clobber, which has been tough to get out of inventory. Consider greener alternatives to toxic chemicals.

Department Updates

- Dean’s Office – Dean meeting with Jude shortly to review annual OARS trends.
- Dean’s Office – See Jon Parkin email warning only FS should do FS work.
- Dean’s Office – Diana still missing many evacuation plans for her library.
- Dean’s Office – CoE evac drills done and fire/life safety surveys done/scheduled!

Next Meeting

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

- Mar 26th 2018 at 3pm, in Loew 355



University of Washington Accident / Incident Report

Report Number: 2018-01-004

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: Haggard	First Name: Angelina
Phone: +1 206 616-3442	Email: ahaggard@uw.edu
Occupation/Position: ACCIDENT REPORTING SYSTEM ADMINISTRATOR	Department: HSA: ENV Health & Safety: Occupational Safety & Health - Accident Prevention
Date Reported (yyyy/mm/dd): 2018/01/02	Time of Reporting: 10:47 AM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: injury@u.washington.edu
Occupation/Position: RESEARCH ASSISTANT (E S UAW ASE)	Department: ENG: Civil and Environmental Engineering-Stanton Lab JM Student
Person was in Paid Position: Yes	

Incident Details

Date of Incident (yyyy/mm/dd): 2017/11/10	Time of Incident: 6:00 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot:	
Room:	Other: Civil Eng Lab	

Incident Details:
taken from LnI Report of Accident " left index finger cut while cutting scraping metal plate"
Attachment: **No**

Supervisor

Last Name: Stanton	First Name: John
Phone: +1 206 543-6057	Email: stanton@uw.edu
Occupation/Position: PROFESSOR	Department: ENG: Civil and Environmental Engineering

Classification

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

Type of Incident

Injury Description: **Cut, Laceration, Puncture, Scratch, Abrasion (Open Wound),**
Body Parts Affected: **Fingers,**
Cause of Injury or Damage: **Tools, Instruments,**

Possible Causes

Equipment: **Other,**
Environment: **Other,**
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.)			
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: 2018-02-007

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: injury@u.washington.edu
Occupation/Position: PAYROLL COORDINATOR	Department: ENG: Civil and Environmental Engineering-Staff
Date Reported (yyyy/mm/dd): 2018/02/01	Time of Reporting: 11:00 AM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: injury@u.washington.edu
Occupation/Position: PAYROLL COORDINATOR	Department: ENG: Civil and Environmental Engineering-Staff

Incident Details

Date of Incident (yyyy/mm/dd): 2018/02/01	Time of Incident: 10:15 AM	When Shift Begins: 8:00 AM
Campus: Seattle	Incident Location/Parking Lot: MORE HALL	
Room: 113	Other:	

Incident Details:

I was putting some old folders away in the storage room and hit head on the ceiling/pipe. My head started bleeding and I went to the ER. The injury was minor and I was able to return to work 2/2/2018 per the doctor.

Attachment: No

Supervisor

Last Name: Hanson	First Name: Theodore
Phone: +1 206 685-2522	Email: tjhanson@uw.edu
Occupation/Position: DIRECTOR OF RESEARCH	Department: ENG: Deans Office- Research & Faculty Affairs

Classification

Level 1:
 Injury requiring first aid,
 Injury involving lost work days,

Type of Incident

Injury Description: Cut, Laceration, Puncture, Scratch, Abrasion (Open Wound),

Body Parts Affected: Head,

Cause of Injury or Damage: Contact with Object: Bumped into Something, Structures, Surfaces,

Possible Causes

Equipment:

Environment: Other,

Policies / Procedures:

Human Factors:

Suggested corrective action by the affected party			
Warning signs at door and headgear when entering the room. Also employees should be accompanied when entering.			
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.) Small storage room with low clearance.			
Recommendations/Preventive Measures: Warning signs at door, and yellow or orange tape on low clearance items (pipes/ceiling) in the room.			
Corrective Actions Target Date (yyyy/mm/dd): 2018/02/28		Corrective Actions Complete Date (yyyy/mm/dd):	
Other Comments: Will talk with facilities manager about putting up a warning sign of low clearance, as well as putting up yellow or orange tape on low clearance areas.			
EHS Review			
Last Name:	First Name:	Phone Number:	Email:
Occupation/Position:		Department:	
Comments:			



University of Washington Accident / Incident Report

Report Number: 2018-02-045

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: [REDACTED]	Email: [REDACTED]
Occupation/Position: UNDERGRADUATE RESEARCH ASSISTANT (NE H UAW ASE)	Department: ENG: Electrical Engineering-WNF JM Student
Date Reported (yyyy/mm/dd): 2018/02/13	Time of Reporting: 02:13 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: [REDACTED]	Email: [REDACTED]
Occupation/Position: UNDERGRADUATE RESEARCH ASSISTANT (NE H UAW ASE)	Department: ENG: Electrical Engineering-WNF JM Student

Incident Details

Date of Incident (yyyy/mm/dd): 2018/02/13	Time of Incident: 9:30 AM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: FLUKE HALL	
Room:	Other:	

Incident Details:
 Acetone was poured in to a EKC photoresist remover bath.
 Attachment: No

Supervisor

Last Name: Khbeis	First Name: Michael
Phone: +1 206 543-5101	Email: khbeis@uw.edu
Occupation/Position: ASSOCIATE DIRECTOR MICROFABRICATION FACILITY	Department: ENG: Electrical Engineering-WNF

Classification

Level 1:
 Near miss (No incident occurred but it could have),

Type of Incident

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

Possible Causes

Equipment: Other,
 Environment: Chemicals,
 Policies / Procedures: Failure to Follow Procedures,
 Human Factors: Failure to Follow Established Protocol/Procedures,

Suggested corrective action by the affected party

Discussed the events with the student. This is a second near-miss incident from lack of following procedures. Reenforced the importance of not deviating from established procedures, especially when ON FILE: Affected/Injured Employee's date of birth, gender, date of hire, and hours of employment.

working with chemicals. In this incident, [REDACTED] was influenced by a current client and former UW student who gave poor suggestion. This is a final warning before employment actions are enforced.

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.)

Personnel (non-UW) gave bad advice. UW student worker followed their advice, violating established protocols.

Recommendations/Preventive Measures:

Employee counseling and re-training. Last warning.

Corrective Actions Target Date (yyyy/mm/dd):
2018/02/13

Corrective Actions Complete Date (yyyy/mm/dd):
2018/02/13

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: 2/13/18 forwarded to Tracy Harvey and Mark Murray - Angie Haggard			



University of Washington Accident / Incident Report

Report Number: 2018-02-069

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: McGrath	First Name: Pamela
Phone: +1 206 616-1116	Email: pmcgrath@uw.edu
Occupation/Position: ADMINISTRATOR	Department: ENG: William E. Boeing Department of Aeronautics and Astronautics-Administrative
Date Reported (yyyy/mm/dd): 2018/02/20	Time of Reporting: 03:49 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone:	Email: injury@u.washington.edu
Occupation/Position: RESEARCH ASSISTANT (E S UAW ASE)	Department: ENG: William E. Boeing Department of Aeronautics and Astronautics-Yang Lab JM Student
Person was in Paid Position: Yes	

Incident Details

Date of Incident (yyyy/mm/dd): 2018/02/20	Time of Incident: 4:00 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: GUGGENHEIM HALL	
Room: 114	Other:	

Incident Details:

A staff member notified me of strong fumes on the first floor of Guggenheim. upon inspection, it seems that RA was spray painting outside of rm 114 in the loading bay but fumes had come inside. the RA and another RA, [REDACTED], in the lab were wearing dust masks. [REDACTED] was wearing a lab coat. no gloves or eyewear were obvious but the spraying was inactive when I arrived

Attachment: **Yes**

Supervisor

Last Name: Yang	First Name: Jinkyu
Phone: +1 626 379-7931	Email: jkyang@uw.edu
Occupation/Position: ASSISTANT PROFESSOR	Department: ENG: William E. Boeing Department of Aeronautics and Astronautics

Classification

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

Type of Incident

Injury Description: **None,**

Body Parts Affected: **None,**

Cause of Injury or Damage: **Ventilation, Indoor Air Quality Issues,**

Possible Causes

Equipment: **Other,**

Environment: **Air Contaminants,**

Policies / Procedures: **Appropriate Procedures Non-existent, Inadequate Instructions, Procedures, Inadequate Planning, Preparation,**

Human Factors: Inadequate Training, Inadequate, Improper PPE,

Suggested corrective action by the affected party

Ensure appropriate training
Clear fume hood of oven so appropriate ventilation is avail
provide/review PPE.
consider purchasing access to outside or other UW departments that have large spray areas.

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.)

Students spray speckles on composite specimens using paint sprays. In this process, uniform spraying is very important for the quality of specimens. Thus, students chose to conduct the spraying in open air, instead of doing it in a fume hood. Note that they wore masks and glasses for proper protection.

Recommendations/Preventive Measures:

After discussing the department chair, we reached the conclusion that we need a fume hood outside the building. Our current "indoor" fume hood is not appropriate, since its ventilation outlet is not positioned high enough. Our technical staff, Eliot George, will take the charge of installing the external fume hood. Once constructed, PIs will guide students accordingly, so that they do not conduct spraying paints in open air.

Corrective Actions Target Date (yyyy/mm/dd):
2018/06/30

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

Other Comments:

Corrective target date is tentative, and it depends on the schedule of fume hood construction.

EHS Review

Last Name:Haggard	First Name:Angelina M	Phone Number:+1 206 616-3442	Email:ahaggard@uw.edu
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Occupation/Position:	Department:
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Comments:2/21/18 forwarded to Denise Bender - Angie Haggard







University of Washington Accident / Incident Report

Report Number: 2018-02-077

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: ENG: William E. Boeing Department of Aeronautics and Astronautics-Administrative Fiscal
Date Reported (yyyy/mm/dd): 2018/02/21	Time of Reporting: 05:22 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position [REDACTED]	Department: ENG: William E. Boeing Department of Aeronautics and Astronautics-Administrative Fiscal

Incident Details

Date of Incident (yyyy/mm/dd): 2018/02/21	Time of Incident: 3:30 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: AERO & ENG RESCH	
Room:	Other:	

Incident Details:

Haze originated from an unknown source inside the building. This affected several floors and several occupants complained while expressing concern about the incident. This haze has happened on other occasions and has not been able to be identified. Attaching a picture of haze with the laser being used to so particulates in the air.

Attachment: **Yes**

Supervisor

Last Name: McGrath	First Name: Pamela
Phone: +1 206 616-1116	Email: pmcgrath@uw.edu
Occupation/Position: ADMINISTRATOR	Department: ENG: William E. Boeing Department of Aeronautics and Astronautics-Administrative

Classification

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

Type of Incident

Injury Description: **Allergy, Sensitivity Reaction,**

Body Parts Affected: **Eyes, Nose, Mouth,**

Cause of Injury or Damage: **Chemicals, Debris, Dust, Ventilation, Indoor Air Quality Issues,**

Possible Causes

Equipment: **Defective Tools, Equipment, Using Equipment Improperly, Inadequate Maintenance,**

Environment: **Inadequate Ventilation, Air Contaminants,**

Policies / Procedures:

Human Factors:

Suggested corrective action by the affected party

Due to the unknown nature of the haze, unable to determine human factors.

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.)
We are unable to identify the source of the haze/air contaminants. An FS work order was put in (573471) and UW EHS did an on-site visit to test for particulates and had concerns. This was by far the worse case of the haze during the last three years in AA. The HVAC system was not properly working at 4:30pm, so I am not sure if it was the cause or not. Given that this is an ongoing concern, it may only be one piece of the puzzle. The haze was so thick in one of the hallways that a laser beam could be fully seen with no break in the beam until hitting the wall 50+feet away.

Recommendations/Preventive Measures:
review activities with labs in the area to see if an experiment had contributing factors. get schedules of any tests that could contribute to particulates in the air.

Corrective Actions Target Date (yyyy/mm/dd): 2018/03/15	Corrective Actions Complete Date (yyyy/mm/dd):
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Other Comments:

EHS Review

Last Name:Haggard	First Name:Angelina M	Phone Number:+1 206 616-3442	Email:ahaggard@uw.edu
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Occupation/Position:	Department:
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Comments:2/22/18 forwarded to Denise Bender - Angie Haggard

Agenda

1. **Call to Order and Introductions**
2. **Welcome**
3. **Election of Chair, Co-Chair for 2018-2019**
4. **2018-2019 Meeting Terms:**
5. **Review November and December Meeting Minutes**
6. **Organizational Group Reports**
7. **Union Reports**
8. **Review U-Wide Charter; Discuss Ex-Officio Membership**
9. **Special Olympics Event Update**
10. **Environmental Health & Safety (EH&S) Updates**
11. **Open Discussion**
12. **Adjourn**

Recorded by Robyn Kunsman.

1. **Call to Order and Introductions:** The meeting was called to order at 1:03 PM by Leslie Anderson. All members present introduced themselves.
2. **Welcome:** Denise Bender and Emma Corell from EH&S welcomed all of this year's new and returning members.
3. **Election of Chair, Co-Chair for 2018-2019:** Leslie Anderson was elected Chair; Liz Kindred was elected Co-Chair.
4. **2018-2019 Meeting Terms:** No change was made. The committee will continue to meet the second Wednesday of each month from 1-2:30 PM in Foege N130A.
5. **Review November and December Meeting Minutes:** The November and December 2017 meeting minutes were accepted as amended.
6. **Organizational Group Reports**
 - a. **Group 1:** Ryan Hawkinson reported that Group 1 held its first meeting of the year earlier today. The group held elections (Leslie Anderson, Chair; Ryan Hawkinson, Co-Chair) and reviewed the last two months of Online Accident Reporting System (OARS) reports. Leslie and Fieta Robinson will be U-Wide reps with Ryan as alternate.
 - b. **Group 2:** Sterling Luke stated Group 2 held elections (Michelle Mazzei, Chair; Sterling Luke, Alt. Chair), reviewed OARS reports, and held discussions regarding Memorial Way turnaround damage and ensuring that exterior doors are fully closed in regard to transient concerns.

Chris Pennington stated that Capital Projects and Development is now a part of Facilities Services.

- c. Group 3:** Paul Zuchowski reported that Group 3 welcomed two new members, held elections (Paul Zuchowski, Chair), and reviewed OARS reports. He brought an incident to the committee's attention that involved a custodian's hand making contact with superglue that was applied to a door knob.
- d. Group 4:** Beth Hammermeister reported that the Group 4 subcommittee reviewed OARS reports and discussed their agenda for the upcoming year, which involves focusing on chemical safety and biological safety cabinets.
- e. Group 5:** Liz Kindred reported that Group 5 held their elections (Liz Kindred, Chair), reviewed their charter and incident reports, and received a presentation from Angie Haggard of EH&S regarding committee roles. Liz reported the leading causes of incidents are sharps, patient handling, and workplace violence.
- f. Group 6:** Beth Ramage reported that Group 6 met and reviewed OARS reports. They discussed concerns regarding the intersection of 15th/Pacific, where a bicyclist was recently struck by a vehicle, and transient access to campus buildings outside of business hours. Maggie Luning followed up on a previous U-Wide discussion, and found that UWPD can assist custodians outside of business hours.
- g. Group 7:** Kelly Carter-Lynn reported that Group 7 held elections (Kelly Carter-Lynn, Chair), and will hold a midterm election with the upcoming arrival of an EH&S Specialist. The group will continue to have a rotating member attend U-Wide. They are continuing work on their charter, and will be adding an addendum to the Accident Prevention Plan for Bothell.
- h. Group 8:** Hannah Wilson reported that Group 8 has a new Executive Sponsor, EH&S Director Dave Leonard. The group reviewed OARS reports and is continuing development of their charter.
- i. Group 9:** Angie Haggard of EH&S reported on behalf of Group 9. She shared that the group held elections (Sonia Honeydew, Chair; Kameron Harmon, Vice Chair) and reviewed their charter.
- j. Group 10:** David Warren reported that Group 10 held elections (David Warren, Chair) and reviewed OARS reports.

7. **Union Reports:** Paula Lukaszek raised concern around Facilities Services' use of the sulfuric acid cleaning agent, Clobber, and an incident that recently took place regarding a spill of the chemical. The use of highly hazardous chemicals will continue to be evaluated by Facilities Services and EH&S for potential alternatives.
8. **Review U-Wide Charter; Discuss Ex-Officio Membership:** Emma Corell will share the U-Wide charter link with members for review. She asked that members consider any necessary Ex-Officio member additions or deletions for the term. Both topics will be discussed at the March meeting.

Ex-Officio Reports: UWPD Officer Chris Jaross informed the committee that last Saturday's College Republicans event at Red Square had few arrests and injuries, and is being followed up by two debriefings. Members of the community can contact Officer Chris Jaross to be added to upcoming planning committees.

Megan Levy said that Emergency Management is reviewing Saturday's event strengths and weaknesses and how to further develop planning strategies.

9. **Special Olympics Event Update:** Paul Zuchowski said that the HUB will be holding an upcoming meeting surrounding the Special Olympics, which are scheduled for June 28 – July 7. UW can expect upwards of 5,000 athletes and 10,000 volunteers for this 50th Anniversary event.

Megan Levy stated that Emergency Management will be focusing their attention to the Special Olympics leading up to the event.

10. **Environmental Health & Safety Updates:** *This and remaining agenda items were tabled until March due to time restrictions.*

11. **Good of the Order:** --

12. **Adjourn:** Leslie Anderson adjourned the meeting at 2:30 PM.

University-Wide (U-Wide) Health and Safety Committee Meeting Agenda
March 14, 2018
1:00 – 2:30 PM

William H. Foege Bldg. N-130A
<http://www.washington.edu/maps/>

Regular Attendees:

- Current U-Wide Health and Safety Committee Members
<https://www.ehs.washington.edu/workplace/health-and-safety-committees>
- Environmental Health & Safety (EH&S) Staff:
 Jude Van Buren, Denise Bender, Emma Corell, Angie Haggard, Robyn Kunsman

Agenda Items	Persons Responsible	Process	Time
Call to Order and Introductions	Leslie Anderson, Chair	Robert's Rules of Order	5 min
Approve February Meeting Minutes	Committee Members	Robert's Rules of Order	5 min
Review U-Wide Charter	Committee Members	Discussion	20 min
Organizational Group Reports and Special Olympics Update	Committee Members	Discussion	15 min
Union Reports	Union Representatives	Discussion	5 min
Ex Officio Reports	Jay Sedivy, Fleet Services: Vehicle Accident Reporting	Discussion	20 min
EH&S Reports	EH&S staff		5 min
Open Discussion	Committee Members	Discussion	15 min
Adjourn		Robert's Rules of Order	

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

Please send ideas for agenda items to U-Wide Chair at least 2 weeks prior to our meetings.