

Agenda – September 28, 2015
Group 9 Health and Safety Committee (College of Engineering)

1. Attending:

Chris Adams, MoIES
Emma Alder, EH/S
Arne Biermans, ChemE
Tracy Erbeck, CSE
Sonia Honeydew, DO
Cassie Atkinson-Edwards, HCDE

Fiona Spencer, AA
Tatyana Galenko, MSE (remove Karen?)
John Young, EE
Bill Kuykendall, ME
Sheila Prusa, ISE
Sean Yeung, CEE

2. Absent

Michael Glidden, DO
Colleen Irvin, BioE

3. Previous Meeting Minutes

- August 2015 – approve?

4. Department Incident Reports

- BIOE – slipped and twisted ankle – review in October
- BIOE – contractor spilled chemical – review in October
- No new OARS reports in August
- Question: what about MoIES gas detector incident – why no OARS report – hole in system?

5. UW-Wide Meeting

- August notes attached
 - Young Kim is new Fire and Life Safety Professional, doing building fire system surveys and reviewing EEOPs.
 - Updated EH&S guide to H&S Committee Elections is at <http://ehs.washington.edu/ohsafcom/electguide.pdf>
 - Evac Drill Subcomm Rpt: BC survey summarized at UWEM's BC summit. Half responded. "Fear of disruption to services" is a prime barrier to executing evac drills.
 - Group Reports – presentations Group 9 could request include bees/wasps/pests by Charles Easterberg, or UWEM report on latest exercise Royal Flush
 - Ex-Officio Reports – Transportation Services has new driver training. EH&S will attend more union meetings to open up conversations about employee safety.
- September agenda attached
 - Evac Drill Subcom Rpt: Reviewed add'l BC survey results; will send to U-wide when graphed. Drafting email to volunteers. Researching how peer institutions handle centralized scheduling of drills. 10/6 Leslie meets with Interim Provost.
 - Aging Fire Alarm Systems (Mark Murray, EH&S): There are 16 small bldgs w/aging fire alarm systems not required by code; remove or replace? Asking Groups for input. May affect indoor alert systems. Note that some bldgs w/o FA systems may have sprinkler systems.
 - Group Reports: Group 3 notes that HFS now require "cut gloves", which should reduce incidence of lacerations.
 - L&I Updates: remind everyone not to store things in front of electrical panels, and do make sure panel covers are on. Also, check inventory of "confined spaces" – <http://www.washington.edu/facilities/fsworks/resources/confinedspace/list> -- identify locations in your area and raise awareness about entry requirements because next fine at UW will be expensive!

- Flu Shot Update: Flu shot now available for all employees, students, and volunteers. Last year's vaccine wasn't as effective (they guessed incorrectly about popular strains), but it still helped. This year's should be significantly better. There are vaccine choices. Recommend getting flu shot by October. Also, cover coughs and wash hands.

6. Group Business

- Election results. EH&S training in January.
- Feedback on UW Indoor Alert System test 9/9?
- Feedback to EH&S re: small bldg fire alarm remove/replace feedback: Kirsten needs; Wilson Annex not.
- Feedback requested by UW Resiliency Working Group: what percentage done Husky Ready at dept or lab level? Know it exists? Feedback on design?
- Feedback to Evac Subcom and UWEM re: suggested updates to APS defining BC role?
- Update re: goggle request idea.
- Update re: organized CoE drill dates.
- Shall we schedule another EOC visit (field trip) for Oct, Nov, or Dec? Or wait for new biennium group?
- School starts this week. Does your dept remind fac/staff/students about safety procedures and resources at this time of year? How? Share best practices.
- FYI: Alert Seattle
- FYI: EH&S newsletter topics included lab freezer cleanout, preparing for chem spills, new lab recycling flyer, new PI Guide(!), Training Transcript (beta). Rec sign up for this and UWEM newsletter.
- FYI: Safe Campus has now met with most CoE depts in effort to reach out, describe Safe Campus function, and increase awareness that all employees required to take Workplace Violence Prevention training every two years. Goal to schedule trainings with each dept before Spring.

7. Department Updates

8. Next Meeting:

- October 26th at 2pm in CSE 128

DRAFT Meeting Minutes

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

Meeting Date: August 24, 2015

Attended

J. Sean Yeung, CEE
Emma Alder, EH&S
Chris Adams, MoIES
Bill Lynes for John Young, EE
Tuesday Kuykendall and Tatyana Galenko
for Karen Wetterhahn, MSE

Sam England for Fiona Spencer, AA
Cassie Atkinson-Edwards, HCDE
Bill Kuykendall, ME
Sonia Honeydew, DO
Jenny Dutton for Sheila Prusa, ISE

Absent

Tracy Erbeck, CSE
Norbert Berger, BioE

Arne Biermans, ChemE
Michael Glidden, DO

Guest Speaker: Siri-Elizabeth McLean of UWEM re: earthquake preparedness

- UWEM here to help mitigate against/prepare for/respond to/recover from incident. Their exercises practice running the coordination center for situational awareness and decision making.
- Preparedness pyramid – work on base things first:
 1. Individual/Employee personal preparedness (disaster kit, out-of-area contact, family plan)
 2. Unit/Dept business continuity planning (“Husky Ready/BARC” plan)
 3. Building emergency evacuation operations plan (EEOP)
 4. Your campus area’s Unit Response Center (URC)
 5. U-wide All-Hazards Emergency Management Planning Center (EMPC)
- Emergency (call 911) vs. Disaster (emergency responders overwhelmed so you must be self-sufficient)
- Earthquakes in the PNW
 - During quake: DROP, COVER, HOLD (**not** a doorway or the fictitious triangle of life)
 - Drop to ground away from windows
 - Cover torso and neck/head
 - Hold onto desk etc
 - Due to decent U.S. building codes, we expect bldgs to stay intact, but fear non-structural items. To mitigate, tie down or lower high-flying objects (books, lamps, pictures, plants).
 - Under-the-bed preparedness items, in drawstring bag tied to foot of bed: hard hat, headlamp, shoes, gloves, goggles, dustmask
 - Ring of Fire – volcanoes form subduction zone. Nisqually quake in '01 a hiccup compared to what could expect.
 - Harder soil on West coast – don’t feel quakes as far away
 - Triple threat here in Seattle:
 - Deep (Juan de Fuca vs. N. American plate) – we had 6.5, 6.8, 6.8 in '49, '65, '01

DRAFT Meeting Minutes

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

- Subduction (also Juan de Fuca vs. N. American plate) -- Cascadia Subduction Zone is 700 mi long, No. CA to BC – expect quick tsunamis.
 - Coastal/Surface faults – all three UW campuses are near one. Potential for tsunami max 16’.
 - Liquefaction, where old water beds (valleys, where rail lines built). Now mitigating rail lines but W.S. bridge will be lost. Seattle is a lot like Christchurch NZ (liquefaction, surface faults).
 - Water lines and gas lines will break (gas line breaks may cause fires)
 - Transportation infrastructure will clog and have blockages so expect to stay at home or work for days. Don’t drive; stay put. UW does not have stockpiles of food and water so store some at work.
 - In June 2016 there is a 4-day multi-state subduction zone earthquake exercise; UW EOC participating for 2 days.
 - Prevent damage caused by quake: latches on cupboards, non-skid shelf liner, quake mats under computers, furniture and large objects attached to walls. Siri can do walk-through of workspace to spot quake damage mitigation opportunities
- All-Hazards Preparedness
 - Critical Infrastructures (all connected): personal preparedness for each sector
 - Agriculture (stockpile food, and change out supplies periodically)
 - Water (stockpile water, and change out supplies periodically)
 - Public Health and Emergency Services (take First Aid class, have supplies)
 - Information and Telecommunications (emergency radio)
 - Energy (solar panels?)
 - Banking and Finance (have some cash on hand)
 - Transportation and Shipping (know that help will take time)
 - Be prepared to be self-sufficient for 7 days
 - Emergency supplies (and maintain list of supplies for each kit):
 - Water
 - Food
 - Light
 - Communications
 - Medical supplies
 - Warmth/shelter
 - Sanitation (emergency toilet)
 - Tools/equipment
 - Entertainment
 - Personal items, like heavy-duty shoes
 - Pet preparedness
 - Information and Communication
 - Out-of-area contact cards – far out of area, like East coast is best. Have paper card in wallet, as cell phone may have lost power. Make communication plan with family.
 - Red Cross app: Safe and Well (text?)
 - Whistle (tape an extra under desk, so can signal for help if blocked in)
 - Emergency radio
 - Get involved and help each other
 - First Aid training
 - Community Emergency Response Training (CERT)

DRAFT Meeting Minutes

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

- Seattle Neighbors Actively Prepare (SNAP)
- Map Your Neighborhood (MYN) – identifies what to do in golden hour, first hour after event
- Medical Reserve Corps
- UW Emergency Communications
 - UW Alert
 - Emergency Blog
 - Website Banner
 - Indoor Alert
 - Outdoor Alert
 - American Red Cross Safe And Well
- Resources
 - HuskyEM.org – these slides available on website
 - video “Ways to Survive”.org
 - documentary: Cascadia Under Fire

Previous Meeting Minutes

- June 2015 – approved
- (there was no July meeting)

Incident Reports

- CEE – test tube punctured hand
- AA – air arc
- MSE – chemical reaction in fume hood (This is a good teaching tool on the importance of SOPs and PPE. UGs need more training; now repeated quarterly there.)
- BIOE – slipped and twisted ankle (*discuss at next meeting*)
- BIOE – contractor spilled chemical (*discuss at next meeting*)
- CEE – methanol slid down arm into glove
- DO – cart ran over foot

UW-Wide meeting

- July Minutes attached
 - Sherry Baron leaving UW EH&S after this week – to King Co., Industrial Hygienist. Katia handling her projects.
 - Evac Drill Subcommittee Update: Put together survey for Bldg Coord summit early Aug, fwded to Charvat to OK and send out. Survey solicits info on their understanding of BC role, support, training.
 - Group reports – focused on election coordinator selection and complete representation.
 - Tour of Bothell campus.
- August Agenda attached
 - Young Kim is new hire at EH&S Building and Fire Safety
 - EH&S Health and Safety Committee Elections Guide has been updated

DRAFT Meeting Minutes

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

- Evacuation Drill Subcommittee Update: Leslie Anderson spoke at UWEM's Annual BC Summit – gave summary of BC survey results identifying challenges to planning evac drills, esp pressure not to interrupt academics and research.
- Group Reports: election updates; Ex-Officio report from Transportation Services indicates that they do not intend to make the greenway around 12th Ave a bicycle connection where bikes do not need to dismount, because it is a busy pedestrian area. Also, there is new online driver safety training for the U-Car program.

Group Business

- Committee elections via Catalyst: status of nominations (8/17-31); elections will be 9/9-9/23.
- Re: last month's idea of CoE ordering large quantities of goggles with CoE logo – how many (ballpark #) and what type (chem resistant vs. impact resistant) would your department like, if we can do this? Sonia will email after meeting. Tuesday says that she makes her lab members buy their own goggles and lab coats, as it makes them more likely to wear and take care of the PPE.
- Re: scheduling CoE building drills: What would be a good week? January was suggested. HCDE said not 9/22. CEE asked for before Aut qtr (at least instructors would be trained). MSE advises that their other two bldgs would probably not be included. MoIES drill was 1.5 mo ago and went very smoothly (hybrid planned/surprise). ME just had floor warden training last week; ME and Eng Annex evac drill went well this morning, though visiting students in English class on 2nd floor confused about what to do until helped along.

Department Updates

- EH&S – Ed Havey, ergonomic specialist, left EH&S. Email Cheryl Schwartz (Ed's boss) and she'll direct inquiries to Emma and Phil Numoto. They're prioritizing situations with medical needs.

Next meeting

9/28, at 2pm in CSE 128.

Accident Summary Report

HSC 9

8/1/2015 to 8/31/2015

<i>Case#</i>	<i>Org Name</i>	<i>Job Title</i>	<i>Date Reported</i>	<i>Employee Activity</i>	<i>Supervisor Corrective Action</i>
--------------	-----------------	------------------	----------------------	--------------------------	-------------------------------------

University-Wide Health and Safety Committee Meeting Agenda

September 9, 2015

1:00 – 2:30 PM

Foege N130A

Regular Attendees:

- 2015 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, Chair		
Approve Meeting Minutes	Leslie Anderson	Robert's Rules of Order	5 min
Evacuation Drill Subcommittee Update	Leslie Anderson	Presentation	5 min
Aging Fire Alarm Systems	Mark Murray, EH&S	Presentation	25 min
Organizational Group Reports	Committee Members	Discussion	10 min
Union Reports	Union Representatives	Discussion	10 min
Ex-Officio Reports	Ex-Officio Members	Discussion	10 min
Election Update	Emma Alder	Discussion	5 min
EH&S Report	Emma Alder: L&I Update Natalie Conner, Campus Preventative Health: Flu Shot Update	Discussion	20 min
Adjourn	Leslie Anderson		

Next Meeting: 10/14/2015 – Foege N130A

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

August 12, 2015 1:00-2:30 pm
Foegen N130A

	Elected Membership		Appointed Membership		Guests
X	Leslie Anderson (1)	X	Paul Zuchowski (3)	X	Young Kim, EH&S
X	Ryan Hawkinson (1)	X	Bob Ennes (4)	X	Vince Collins, EH&S
X	Paula Lukaszek (2)		Nadia Khan (4)		
	Sterling Luke (2)		Nicole Sanderson (7)		
	Sara Jones (3)		Michael Glidden (9)		
X	Ron Maxell (6)		David Zuckerman (10)		
	Paul Miller (6)	X	Liz Kindred (5)		
	Charlotte Rasmussen (7)		Rob Hinton (5)		
X	Stephen Rondeau (8)				
	Sonia Honeydew (9)				
X	Roy Farrow (10)				
	Kathy Newell (10)				
X	Rick Gleason (Faculty Senate)				
	Labor Union Representation		Ex Officio Membership		Support
X	Jim Bals WFSE Local 1488		Michelle Doiron Attorneys General Office	X	Jude Van Buren, Director, EH&S
	(Vacant) SEIU Local 1199		Tracey Mosier Facilities Services	X	Katia Harb, Asst. Director, EH&S
	Laura Harrington SEIU 925		Wendy Winslow-Nason Risk Management	X	Emma Alder, EH&S Technical
	Peter Johnston UAW 4121	X	Ron Fouty Capital Projects		
		X	Josh Kavanagh, Transportation Services		

***X= Present at meeting**

Agenda

1. Call to Order
 2. Approval Minutes
 3. Election Year Timeline
 4. Evacuation Drill Subcommittee Update
 5. Group Reports
 6. Union Reports
 7. Ex-Officio Reports
 8. EH&S Reports
 9. Good of the Order
 10. Adjourn
-

Recorded: by Emma Alder

1. **Call to Order:** Meeting called to order at 1:05 PM by Leslie Anderson.
2. **Introductions:** Vince Collins, EH&S, introduced Young Kim, Fire and Life Safety Professional, to the committee. Vince gave an overview of Young's responsibilities relates to fire safety surveys, emergency evacuation planning, and Emergency Evacuation and Operations Plans.
3. **Approval of Minutes:** A quorum was not present to review the minutes.
4. **Election Year Timeline:** Emma Alder, EH&S, gave an update of the election progress to the committee. She informed the group that the EH&S Health and Safety Committee Elections Guide has been updated. The updated guide can be found here: <http://ehs.washington.edu/ohssafcom/electguide.pdf>.
5. **Evacuation Drill Subcommittee Report:** Leslie Anderson recently spoke at the Building Coordinator Summit. She gave a brief update on a recent survey that was sent out regarding building evacuation drills. The survey identified current barriers for building coordinators related to planning and conducting drills. A prime barrier identified was fear of disruption to services. Approximately 50% of building coordinators responded to the survey. The survey is still live if any coordinators still wish to participate.
6. **Organizational Group Reports:**
 - a. **Group 1:** Ryan Hawkinson reported that Charles Easterberg gave a presentation to Group 1 on the different varieties and characteristics of bees, hornets, and wasps. He also discussed steps that one can take to avoid being stung. Regular business was tabled for September.
 - b. **Group 2:** Paula Lukaszek that Group 2 reviewed the U-Wide meeting and OARS reports and also discussed the upcoming election. Group 2 is still trying to identify their Election Coordinator.

- c. **Group 3:** Paula Zuchowski gave an update on Group 3 meeting. The group is working on elections and many members have volunteered to run again. A call for nominations has been sent to the departments represented by Group 3.
- d. **Group 4:** Bob Ennes reported that Group 4 met on July 28th. Scott Preston, UW Emergency Management, presented the annual disaster exercise, Royal Flush, and emergency preparedness. The group discussed traffic concerns on 15th Ave and Pacific St. and discussed the OARS reports reviewed by the subcommittee.
- e. **Group 5:** Liz Kindred reported that Group 5 met in July and reviewed bloodborne pathogen exposures for 2014. They discussed what has been done to reduce needlesticks. In June, they discussed the upcoming elections. The group also reviewed resources available for reporting concerns and safety hazards.
- f. **Group 6:** Ron Maxwell reported that Group 6 met on July 16th. The group does not have an appointment from the Dean's office or an appointed Election Coordinator. The group discussed the U-Wide meeting that took place in Bothell and reviewed 15 OARS reports.
- a. **Group 7:** No representation from Bothell.
- b. **Group 8:** Stephen Rondeau reported that Group 8 discussed wrist/thumb injuries and better injury descriptions now available in OARS. Stephen reported that there is a new revision to the road above the campus stairwell. Tacoma has made a plan to implement back-in only parking on the street to make it safer for bicyclists. There are some committee members who are not in favor of this idea. There has been a request for their reasoning behind the decision. The group also discussed sandblasting in buildings to get rid of old paint, which has caused fire alarms to go off and hit the sprinkler system in the process. The impromptu drill also occurred at a time when summer school was in session. There was a concern that the instructors were not taking the drill seriously. Other topics discussed involved traffic concerns, heat exhaustion, and the installation of bollards at the top of the campus stair.
- c. **Group 9:** No representation present.
- d. **Group 10:** Roy Farrow reported on the last Group 10 meeting. They discussed the group's efforts to update all the building's Emergency Evacuation and Operation Plans (EEOPs).
- e. **Faculty Senate:** Rick Gleason no report.

7. Union Reports

- a. **SEIU Local 1199:** No representative present.

- b. **SEIU Local 925:** No representative present.
 - c. **UAW 4121:** No representative present.
 - d. **WFSE Local 1488:** Jim Bals no report. Paula informed the committee that the speeding continues on Canal Road.
- 8. Ex-Officio Reports:** Ron Fouty, Capital Projects Office reported on ongoing construction. Josh Kavanagh reported that Transportation Services has launched a new base driver safety training. This is an institutional training not just for the Seattle campus. The goal was to revamp the program to be more interactive comprehensive. There are also courses offered in-person. The training addresses the gap around van operators; a lot of people were not picking up additional van operation. Now, the van operator training is fully integrated into the basic training. He discussed construction in E12 parking area; gate arms are in place and the grade is being improved for safety. Increased community pressure regarding the greenway around 12th Ave. there is pressure to make it a bicycle connection where bikes do not need to dismount. However, this is a high pedestrian area and Transportation Services does not intend to budge on their stance.
- Jude Van Buren reported that EH&S met with Labor & Industries (L&I) in May. As a result of this meeting, EH&S plans to attend more union meetings to open up conversations about employee safety.
- 9. EH&S Reports**
- a. **L&I Update:** Emma Alder gave an overview of current and recent L&I inspections on campus.
 - b. **Staff Updates:** Katia Harb informed the committee of recent vacancies in EH&S and postings to fill these positions.
- 10. Good of the Order:** Rick Gleason reminded the committee of the Annual Governor's Safety Conference in Tacoma that is coming up in October. There will be a short course on the day before for OSHA 10 Construction Safety and Health Training. Jude reminded the group of a short course called "Nanomaterials, Chemical Exposure and Control Banding: What does it mean for Workplace Safety?" that will be held before the 2015 Northwest Occupational Health Conference.
- 11. Meeting Adjournment:** The meeting was adjourned by Leslie Anderson at 1:55 PM.