

Agenda – November 30, 2015
Group 9 Health and Safety Committee (College of Engineering)

1. Attending

Fiona Spencer, AA
Colleen Irvin, BioE
Sean Yeung, CEE
John Young, EE
Cassie Atkinson-Edwards, HCDE
Sheila Prusa, ISE
Bill Kuykendall, ME

Chris Adams, MoIES
Tatyana Galenko, MSE
Sonia Honeydew, DO
Emma Alder, EH/S
Arne Biermans, ChemE
Tracy Erbeck, CSE

2. Absent

Michael Glidden, DO

3. Guest Speaker: Scott Preston on Husky Ready (BARC), and Emergency Operations Center (EOC) Tour

- Updated state law regarding business continuity planning
- What is appropriate unit level to complete this --dept? dept area? Lab?
- Feedback re: Husky Ready design?
- UW Resilience Workgroup wants to know each unit's Husky Ready completion status
- EOC tour

4. Previous Meeting Minutes

- October 2015 – approve?

5. Department Incident Reports

- BIOE – contractor spilled chemical (July)
- AA – glue in eye
- CEE – natural gas smell

6. UW-Wide Meeting

- October notes attached
 - 2015 Workers Compensation report
 - Election Update
 - Group Reports
 - EH&S Report (new waste stream for trace chemo and hazardous drugs sharps waste)
- November agenda attached

7. Group Business

- December 28th meeting is last of biennium; new group starts in January, and EH&S will reach out re: required training.

8. Department Updates

9. Next Meeting

- December 28th at 2pm, in CSE 128

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

Meeting Date: October 26, 2015

Attended

Fiona Spencer, AA

Colleen Irvin, BioE

J. Sean Yeung, CEE

Heidi Dlubac for Tracy Erbeck, CSE

Sonia Honeydew, DO

John Young, EE

Emma Alder, EH&S

Cassie Atkinson-Edwards, HCDE

Sheila Prusa, ISE

Bill Kuykendall, ME

Chris Adams, MoIES

Tatyana Galenko, MSE

Absent

Arne Biermans, ChemE

Michael Glidden, DO

Previous Meeting Minutes

- August 2015 (voted via email after meeting) – approved as is
- September 2015 – approved as is

Incident Reports

- BIOE – slipped and twisted ankle (July): no follow-up necessary
- BIOE – contractor spilled chemical (July): will discuss in November
- No new OARS reports in September
- MoIES – no OARS rpt on gas detection incident because no leak. False alarm, but even if real leak, insufficient qty to be a problem, so after EH&S met with lab, decided to turn off gas detector and put up signage. Also removing O2 detectors. Fire Safety office thinks gas detection devices usually not necessary; they want to meet with any lab that has or wants one.
- EE – future report: two weeks ago smelled natural gas again (MoIES noticed at loading dock as well). Not from same lab as last summer – maybe another in Wilcox?

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UW-Wide Meeting

- September meeting minutes 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. Tatyana checking on flammables in Wilson Annex.
 - 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.
- October agenda attached
 - Workers Comp report: First 66 days important stay-at-work incentive; L&I reimburses UW – almost \$1 million so far. WA is only state where workers pay own workers comp (9 cents on dollar?). Workers comp presentation will be on Claims website. Contact with any claim-related question – claims@uw.edu.
 - Evac Drill Subcomm Rpt: Rewriting APS on BCs. ED vs. BC run evac drills?
 - Group Reports:
 - "ICE" number on your cell phone not useful if phone locked; consider taping emergency number to outside (also useful if no power).
 - Tacoma safety problem: syringes stowed in toilet seat cover holders.
 - Can/should we override kid/parent/employee request to NOT call 911 after a head injury? Let 911 evaluate and then can decline transport.
 - Group 10 Dean's Office wants to check EEOP updates, MyChem updates, and evacuations – will pay for evac maps where needed.

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

- Finance and Facilities – we're essential personnel but not training for evacuations; should get walk-through of building on first day with new employee packet/orientation. Facilities Services should be telling BCs when working in building (so BC's know they're there in the event of an evacuation). Supervisors of FS and CS responsible to know your whereabouts.
- Clarify re: warning about not blocking electric panels (L&I risk): even if not blocking the panel door, still can't store anything under the panel!
 - Transportation Services: met with King County and Sound Transit to prepare for huge increase in population on campus with the new transit centers by the stadium and in the U-Dist. BG Trail detour (from 15th through Rainier Vista, including Hitchcock bridge) through Mar/Apr 2016.
 - EH&S Staffing: Interviewing ergonomists – should fill position in next few weeks. Should fill position of Industrial Hygienist by end of year. Diving Safety. Interviewing for Occupational Health Nurse Manager. May change Sherry Baron's position.
 - Now another waste stream: yellow sharps. These are containers for needles that came into contact with drugs. There is a website and a poster.

Group Business

- EOC visit (field trip), including Husky Ready presentation, scheduled for Nov 2015.
- RE: evacuation training for FS, CS, and teaching staff – at last BioE evacuation, CS staff were very confused about procedures. HCDE best practice: send own instructors that page from the EEOP. Recommendation: include evacuation procedures (and how to find them) in TA training. Idea: a centralized website with all evacuation maps, housed at Classroom Services for instructors, CS, FS to access (downloadable on phones).
- None of our buildings participated in the Great Shakeout. Told UWEM advertising not reaching BCs; just in UWEM bulletin w/o date in header.
- Noted that Amy Lim of EH&S Radiation Safety can provide free signage re: lasers.
- CoE depts with a biological component to research: BioE, ME, MoIES, maybe CEE. Noted it's National Biosafety Stewardship month; info via UWBiosafety listserve.
- Sustainable UW Festival @ MoIES and Clean Energy Institute on 10/29. MoIES has some sustainable aspects from stem to stern – Green Labs program, composting lab paper towels... Chris can provide testimonials from labs. Colleen asked about teaching labs; Tatyana reports they have a Green Labs program at MSE.

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- Evac Drill Subcomm Rpt: We have provost support for scheduled drills across campus. EH&S considering repurposing Evac Warden training to include Building Coordinators and Dept Administrators... more of a building emergency training that addresses different types of emergencies, and when to evacuate vs. shelter in place. Also, Campus Security Advisory Committee may add active shooter scenario to EEOP. Checking on status of UW-specific active shooter training video idea.
- Emma clarify that we can't even store items below electric panels – alert your PIs.

Department Updates

- BioE – Colleen updating biosafety protocols in instructional labs, and getting people back in the habit of reporting issues (gap after Sonia left)
- AA – Fiona updating procedures for composites lab. Question about how to deal with shared chemicals in shared lab – who would track them? PI must document flammables cabinet with vinyl ester, and may need to bolt flamcab to wall for earthquake mitigation.
- HCDE – Sieg heating problems – offices range from 60F-90F... advised to submit work orders, discouraged use of personal heaters. Question about whether IT work is part of Husky Ready – will ask at next mtg.
- ME – just met with Katia re: human powered sub team, a student group whose faculty sponsor had retired, and the students set up shop in the dive locker. Keep an eye on student groups and make sure space officially assigned or may run into compliance issues. This group has a new faculty sponsor now, and we'll find them space in ME.
- MoIES – meditation and yoga group meeting once a week
- Others – N/A

Next Meeting


- November 30th at 2pm, at UW Emergency Operations Center (EOC) at the UW Tower, Rm C-140

Accident Summary Report

HSC 9

10/1/2015 to 10/31/2015

<i>Case#</i>	<i>Org Name</i>	<i>Job Title</i>	<i>Date Reported</i>	<i>Employee Activity</i>	<i>Supervisor Corrective Action</i>
2015-10-026	AERONAUTICS & ASTRO-		10/7/2015	<p>██████████ an undergraduate student who was volunteering in Professor Yang's lab between quarters, was working on a project relating to acrylic origami structures when a small amount of glue came into contact with his eye. At the time of the incident, ██████████ was not wearing protective eye wear. Immediately following the incident, he flushed his eye with water. This lasted for approximately five minutes. Believing the accident to be minor and the risk of damage averted, ██████████ continued working briefly after flushing his eye. Shortly thereafter, he did feel an irritant in his eye "similar to the feeling of when a grain of sand gets under your eyelid." ██████████ went to Hall Health to have his eye examined. He was checked for residual glue and scratches to the surface of his eye. ██████████ was given a prescription antibiotic eye drops. He writes that after two days his eye was back to normal.</p> <p>In a statement that I received from ██████████ he writes that he was told by both Prof. Yang and Hiromi Yasuda, his graduate student mentor, to wear protective eye wear at all times. The Department of Aeronautics & Astronautics did not learn of the incident until Professor Yang received a letter from the Department of Labor and Industries regarding the matter.</p> <p>Below is the written statement from ██████████</p> <p>"It was a very small incident. I was gluing some acrylic when I realized that I glued a piece in the wrong place. I pulled the piece off before the glue could set and in doing so a small piece of glue shot in my eye. I was not wearing eye protection and it was entirely my fault. I was told both by Professor Yang and Hiromi to wear eye protection at all times. I thought glueing was not dangerous enough to need eye protection but I was wrong and this incident is on me. It does not reflect on the LEMS safety procedures. I flushed my eye out with water repeatedly for 5 minutes immediately after the incident. It was not a serious injury and at first I put on eye protection and tried to keep working. My eye felt like it had something stuck in though, similar to the feeling of</p>	<ul style="list-style-type: none">- Reminding researchers of the importance of safety rules and procedures on a regular basis.- We placed safety glasses, masks, and other items in a drawer, which is labeled clearly and is easily accessible by researchers.- We notified this incidence to other group members, so that they raise awareness of such safety-related issues.

<i>Case#</i>	<i>Org Name</i>	<i>Job Title</i>	<i>Date Reported</i>	<i>Employee Activity</i>	<i>Supervisor Corrective Action</i>
				when a grain of sand gets under your eyelid. I decided it was in my best interest to go to hall health to make sure there was no serious damage or glue in my eye. They checked my eye for remaining glue and for scratches and gave me a prescription for antibiotic eyedrops. After two days my eye was back to normal."	
2015-10-071	CIVIL & ENVIR ENGR		10/26/2015	<p>Professor in Wilson Ceramics called me at my office to report a natural gas odor. I immediately notified FS emergency, then walked to Wilson to investigate. The building had evacuated, and someone else had called the fire department. I walked through the building and could detect the smell faintly in several locations. FOMS, UW plumbing, UWPD, and Seattle Fire responded. We walked the building but could not find a source. Seattle Fire could not detect natural gas with their meters.</p> <p>UW plumbing shop and I walked through Wilcox and Roberts, and spoke with Olivia Lenz (who had released the natural gas like odor summer 2014). Her lab was not responsible. We detected the odor in Wilcox, but were not able to pinpoint the source. I strongly suspect the smell originated from a sulfurous compound, and was not a natural gas leak.</p>	Keep alert for smells.



University of Washington Accident / Incident Report

Report Number: 2015-10-026

Contact EH&S at 206-543-7262

Person Reporting Incident

Last Name: GIBBS	First Name: PATRICK
Phone: +1 206 616-1116	Email: pjgibbs@aa.washington.edu
Occupation/Position: ADMINISTRATOR	Department: AERONAUTICS & ASTRO-
Date Reported (yyyy/mm/dd): 2015/10/07	Time of Reporting: 04:34 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): 2015/09/09	Time of Incident: Can Not Be Determined	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: GUGGENHEIM HALL	
Room: 107	Other:	

Incident Details:

[REDACTED], an undergraduate student who was volunteering in Professor Yang's lab between quarters, was working on a project relating to acrylic origami structures when a small amount of glue came into contact with his eye. At the time of the incident, [REDACTED] was not wearing protective eye wear. Immediately following the incident, he flushed his eye with water. This lasted for approximately five minutes. Believing the accident to be minor and the risk of damage averted, [REDACTED] continued working briefly after flushing his eye. Shortly thereafter, he did feel an irritant in his eye "similar to the feeling of when a grain of sand gets under your eyelid." [REDACTED] went to Hall Health to have his eye examined. He was checked for residual glue and scratches to the surface of his eye. [REDACTED] was given a prescription antibiotic eye drops. He writes that after two days his eye was back to normal.

In a statement that I received from [REDACTED], he writes that he was told by both Prof. Yang and Hiromi Yasuda, his graduate student mentor, to wear protective eye wear at all times. The Department of Aeronautics & Astronautics did not learn of the incident until Professor Yang received a letter from the Department of Labor and Industries regarding the matter.

Below is the written statement from [REDACTED]:

"It was a very small incident. I was gluing some acrylic when I realized that I glued a piece in the wrong place. I pulled the piece off before the glue could set and in doing so a small piece of glue shot in my eye. I was not wearing eye protection and it was entirely my fault. I was told both by Professor Yang and Hiromi to wear eye protection at all times. I thought glueing was not dangerous enough to need eye protection but I was wrong and this incident is on me. It does not reflect on the LEMS safety procedures. I flushed my eye out with water repeatedly for 5 minutes immediately after the incident. It was not a serious injury and at first I put on eye protection and tried to keep working. My eye felt like it had something stuck in though, similar to the feeling of when a grain of sand gets under your eyelid. I decided it was in my best interest to go to hall health to make sure there was no serious damage or glue in my eye. They checked my eye for remaining glue and for scratches and gave me a prescription for antibiotic eyedrops. After two days my eye was back to normal."

Attachment: Yes

Supervisor

Last Name: YANG	First Name: JINKYU
Phone: +1 626 379-7931	Email: jkyang@uw.edu

Occupation/Position: ASSISTANT PROFESSOR		Department: AERONAUTICS & ASTRO-	
Classification			
Level 1: Injury requiring first aid,			
Type of Incident			
Injury Description: Eye or Vision Issues,			
Body Parts Affected: Eyes,			
Cause of Injury or Damage: Splash,			
Possible Causes			
Equipment:			
Environment:			
Policies / Procedures: Failure to Follow Procedures,			
Human Factors:			
Suggested corrective action by the affected party			
<p>Faculty member will specify in writing when PPE specifically eye protection is required. Faculty member will communicate and train employees on this requirement and document when these trainings occur. Faculty member or his designee will ensure people wear eye protection where/when it s required.</p> <p>The department will institute a lab safety training session which will be mandatory for anyone working or volunteering in a lab.</p>			
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.) Researchers in the lab often neglect the significance of such safety procedures.</p>			
<p>Recommendations/Preventive Measures: - Reminding researchers of the importance of safety rules and procedures on a regular basis. - We placed safety glasses, masks, and other items in a drawer, which is labeled clearly and is easily accessible by researchers. - We notified this incidence to other group members, so that they raise awareness of such safety-related issues.</p>			
Corrective Actions Target Date (yyyy/mm/dd): 2015/11/06		Corrective Actions Complete Date (yyyy/mm/dd): 2015/11/06	
<p>Other Comments: We had EH&S walk-through the lab on 11/06/2015.</p>			
EHS Review			
Last Name:	First Name:	Phone Number:	Email:
Occupation/Position:		Department:	
Comments:			



University of Washington Accident / Incident Report

Report Number: 2015-10-071

Contact EH&S at 206-543-7262

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position: [REDACTED]	Department: CIVIL & ENVIR ENGR
Date Reported (yyyy/mm/dd): 2015/10/26	Time of Reporting: 03:28 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position: [REDACTED]	Department: CIVIL & ENVIR ENGR

Incident Details

Date of Incident (yyyy/mm/dd): 2015/10/13	Time of Incident: 2:15 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: WILSON CERAMIC LAB	
Room: 202	Other:	

Incident Details:

Professor in Wilson Ceramics called me at my office to report a natural gas odor. I immediately notified FS emergency, then walked to Wilson to investigate. The building had evacuated, and someone else had called the fire department. I walked through the building and could detect the smell faintly in several locations. FOMS, UW plumbing, UWPD, and Seattle Fire responded. We walked the building but could not find a source. Seattle Fire could not detect natural gas with their meters.

UW plumbing shop and I walked through Wilcox and Roberts, and spoke with Olivia Lenz (who had released the natural gas like odor summer 2014). Her lab was not responsible. We detected the odor in Wilcox, but were not able to pinpoint the source. I strongly suspect the smell originated from a sulfurous compound, and was not a natural gas leak.

Attachment: No

Supervisor

Last Name: DEMBICZAK	First Name: DAN
Phone: +1 206 616-1667	Email: ddd1@u.washington.edu
Occupation/Position: ADMINISTRATOR	Department: CIVIL & ENVIR ENGR

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: Chemicals, Ventilation, Indoor Air Quality Issues,

Possible Causes

Equipment:

Environment: Inadequate Ventilation, Chemicals,

Policies / Procedures: Inadequate Instructions, Procedures,

Human Factors:

Suggested corrective action by the affected party

Monitor area for re-occurrence and track down source of smell. Need to loop in EH&S.

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.)

No one is sure.

Recommendations/Preventive Measures:

Keep alert for smells.

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

2015/10/26

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

2015/11/06

Other Comments:

I have reviewed this report and have no further concerns.

EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:

University-Wide Health and Safety Committee Meeting Agenda

November 10, 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		
Construction Safety	Ron Fouty	Presentation	30 min
Approve Meeting Minutes	Leslie Anderson	Robert's Rules of Order	5 min
Evacuation Drill Subcommittee Update	Leslie Anderson	Presentation	5 min
Organizational Group Reports	Committee Members	Discussion	10 min
Union Reports	Union Representatives	Discussion	5 min
Ex-Officio Reports	Ex-Officio Members	Discussion	5 min
Election Update	Emma Alder	Discussion	5 min
EH&S Report	Emma Alder: L&I Update EH&S Section Update	Discussion	15 min
Good of the Order	Committee Members	Discussion	10 min
Adjourn	Leslie Anderson		

Next Meeting: 12/9/2015 – **Foege N130A**

University-Wide Health and Safety Committee Meeting Minutes

October 14, 2015 1:00-2:30 pm
Foegen N130A

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

Agenda

1. Call to Order
 2. 2015 Workers' Compensation Report
 3. Approval of Minutes
 4. Election Update
 5. Evacuation Drill Subcommittee Update
 6. Group Reports
 7. Union Reports
 8. Ex-Officio Reports
 9. EH&S Reports
 10. Good of the Order
 11. Adjourn
-

Recorded: by Emma Alder

1. **Call to Order:** Meeting called to order at 1:03 PM by Leslie Anderson.
2. **2015 Workers' Compensation Report:** Wendy Winslow-Nason gave a presentation on updated University's workers' compensation premiums and experience factor and how we rank amongst other universities and state agencies in Washington. Pam Nathan discussed the benefit of keeping employees at work; longer absences lead to a greater risk of long term disability. Peers and supervisor have been found to be the best resource for when they have an injury. Pam also discussed the hidden or unseen costs related to a workers compensation injury. Elena Williams discussed the Stay-at-Work Incentive Program where L&I reimburses UW for accommodating medical restrictions to 50% of their base wages for up to 66 days. There is also reimbursement for tools, training, and clothing to bring someone back to light duty. The reimbursement goes back to the department providing the light duty. For 2015, UW has been reimbursed over \$200,000 to date. Wendy discussed the statistics for time loss and medical bills. Injuries at the two medical centers generate the most time lost days. RNs, Custodians, Hospital Assistants are the top 3 positions that lead for time loss and claim costs. Sprain/strain, bruise/contusion, and fracture are the top types of injuries. The group then went in to the details of the claims for the medical centers, Facility Services, and Student Life.
3. **Approval of Minutes:** Changes to the September minutes were suggested. The minutes were approved as amended.
4. **Election Update:** Emma Alder, EH&S, gave an update of the election progress to the committee.

5. Evacuation Drill Subcommittee Report: Leslie Anderson gave an update on the most recent subcommittee meeting. The group is working on summarizing the building coordinator survey results and reaching back out the coordinators and volunteers. Leslie recently met with Interim Provost Jerry Baldasty. She discussed Group 1's concerns regarding faculty responsibility during evacuations. She also discussed work that the subcommittee has been doing to improve the fire drill evacuation process. The Interim Provost showed support for faculty training. The next step would be to work with Faculty Senate to develop and conduct training for faculty and TAs. The goal would be a student training on first day of classes.

6. Organizational Group Reports:

- a. **Group 1:** Ryan Hawkinson reported that they met this morning, with a quorum and approved minutes from previous meeting. The group discussed OARS reports, one of which is an L&I investigation. Discussed Mark Murray's presentation on aging fire alarm systems and elections.
- b. **Group 2:** Paula Lukaszek reported that Group 2 went over minutes and OARS reports. There is a concern regarding Facilities Services shops is not participating in fire evacuation drills. Tracey Mosier will follow-up.
- c. **Group 3:** Paul Zuchowski discussed the most recent Group 3 meeting. The group has added fifth person to their roster for the upcoming term. Their election is complete. There has been an update to the cut glove policy for Housing and Food Services; all employees will be required to use cut gloves when necessary.
- d. **Group 4:** Bob Ennes gave an update on the Group 4 elections. Phil Numoto gave a presentation of the PPE assessment at the most recent meeting. Slip/falls were the most frequent accidents during the previous month. The group then discussed the preparedness for power outages and recent evacuation drills.
- e. **Group 5:** Liz Kindred reported that Group 5 discussed accidents, flu vaccine campaign, and election nominations at their most recent meeting. Their election will be on November 2nd.
- f. **Group 6:** Ron Maxell reported a recent concern during a Savery Hall evacuation— a professor in charge had difficulty directing his staff out of the building. Emma Alder reported the Group 6 is still having difficulty finding an election coordinator and has asked assistance from the Dean's Office.
- a. **Group 7:** Nicole Sanderson reported that Group 7 is still in the process of gathering nominations for the upcoming election. Darren Branum gave a presentation on earthquake presentation at their most recent meeting.

- b. **Group 8:** Stephen Rondeau discussed a project with the tracks going through the Prairie Line Trail. Dave Leonard gave a presentation on back safety, lifting, and ergonomics at the most recent meeting. The group discussed a concern with needles stashed in bathrooms and whether or not sharps containers would help protect custodial staff from these contaminated needles. The group also discussed wildfire safety, fumes in some areas of campus (without signage), and active shooter drills.
- c. **Group 9:** Sonia Honeydew reported that Group 9 met on September 29th. They plan to meet again on the 26th of October. Their elections are complete.
- d. **Group 10:** David Zuckerman reported that Group 10 discussed head injuries and the proper medical response at their most recent meeting. The Dean's Office wants to track EEOPs and a MyChem evaluation for their spaces. The Dean's office has offered to pay for evacuation maps. Group 10 is still in the process of elections with an anticipated completion date of November 16th.

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:** Paula reported that Facilities personal were told that they are essential personnel and the need for them to be included in evacuation drills. Why they aren't included in fire alarm evacuation drills. Tracey Mosier commented that this should be covered with their supervisor on their first day; taking staff and showing them where to go. Tracey Mosier will contact building coordinator to schedule drills at a time when staff are available. A discussion began about how supervisors know where employees are and how to get evacuation info to these employees.
- 8. Ex-Officio Reports:** Josh Kavanagh reported that he came from a meeting where there was a discussion of the transfer environment; getting off bus to light rail, pedestrians transferring to campus, etc. There is a new Burke Gilman trail being built now. It is an active construction project requiring a detour from the old Burke Gilman. There is an anticipated 2016 March/April completion.
- 9. Faculty Senate:** Rick Gleason commented that faculty improvement for evacuations with students would be great. He added that, in Washington, we pay a small amount for workers' compensation.

10. EH&S Reports

- a. **L&I Update:** Emma Alder updated the committee on the most recent L&I inspections and activity.

- b. **Staff Updates:** Katia Harb gave EHS staff updates. EH&S is interviewing for an Ergonomist, Occupational Health Nurse Manager, and Diving Safety Officer. EH&S is recruiting for an Industrial Hygienist to manage the Respirator Program. Katia reminded the committee that October is National Biosafety Stewardship Month. She also reported that there is a new waste stream for trace chemo and hazardous drugs sharps waste. Outreach information will be sent to the U-Wide to share with their committees.

11. Meeting Adjournment: The meeting was adjourned by Leslie Anderson at 2:30 PM.

DRAFT