

Agenda – June 24, 2019
Group 9 (College of Engineering) Health and Safety Committee

1. Attending

Eliot George or Fiona Spencer, AA
Colleen Irvin, BioE
Sean Yeung, CEE
Michael Pomfret, CEI
Kameron Harmon, ChemE
S. Honeydew or M. Glidden, CoE DO
Sophie Ostlund, CSE
John Young, EE

Angie Haggard, EH&S
Stacia Green, HCDE
Sheila Prusa, ISE
Bill Kuykendall, ME
Chris Adams, MoIES/NanoES
Tatyana Galenko, MSE
Darick Baker, WNF

2. Guest Speaker

Transportation Services representative

3. Previous Meeting Minutes

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

4. Department Incident Reports (use “5 Why’s” analysis for one report)

- ChemE @ MoIES – EDT spill in fume hood prompted local evacuation (Apr)
- HCDE @ Mary Gates – tripped and fell on uneven pavement outside (May)
- CEE @ Mueller – tripped on uneven sidewalk and fell into concrete footing (May)
- ECE @ Allen Center – fell down stairs (May)
- AA @ Kirsten Wind Tunnel – weight fell on finger during proof testing (May)
- DO @ Loew – unidentified sulfur-like smell recurred in office suite (May)

5. Group Business

- For EH&S, review department names before elections.
- Any seasonal concerns? Bees? Summer camps? Overheating workplaces? Wildfire smoke?

6. UW-Wide Meeting

- May minutes attached
- June agenda attached. Kameron attended. Topics included Lab Safety Initiative results, and EH&S updates.

7. Member Updates

Next Meeting: July 29th at 3pm, in Loew 355

DRAFT Meeting Minutes

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

Meeting Date: June 3, 2019 (May meeting)

Attended

Fiona Spencer, AA

Colleen Irvin, BioE

J. Sean Yeung, CEE

Michael Pomfret, CEI

Kameron Harmon, ChemE

Sophie Ostlund, CSE

Sonia Honeydew, DO

Stacia Green, HCDE

Sheila Prusa, ISE

Bill Kuykendall, ME

Tatyana Galenko, MSE

Darick Baker, WNF

Absent

John Young, EE

Angie Haggard, EH&S

Chris Adams, MoES/NanoES

Guest Speaker: Konrad Schroder, WNF, on CORAL

- CORAL is a system designed to control and track lab instruments or control lab/shop space, anywhere you have a safety concern or want user stats. While CORAL does not directly interface with CAAMS, it assists with physical access control.
- Eight CoE facilities and the Dept of Chemistry currently use CORAL. The server is in Wilcox. CORAL's web interface uses a net ID; a few places support Husky cards.
- Access is granted only if the facilities requirement and/or instrument training has been met. (Exception: if previous user did not swipe out/log off of equipment.) Managers at each facility determine the facility-specific policies.
- To register in CORAL, a user completes site-specific registration including contact info, user role, project name, demographics, UW Net ID, and a user agreement.
- Once the user's UW Net ID is in CORAL, training requirements are determined. For training, many of the steps are self-approving and some link to EH&S training. Special training may be room-specific or area-specific, and can be done through registration or as separately required by a lab manager. The user clicks a button acknowledging training, then must take an online quiz on that training (must pass for CORAL to allow access); this quiz becomes an educational opportunity.
- Once registered, the user may need to be qualified on individual instruments. The lab manager would enter this in CORAL. CORAL can lock an instrument so that users cannot use it until they are qualified to do so.

DRAFT Meeting Minutes

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

- For instruments attached to a computer, the user signs in and logs in to CORAL, and a screen opens for the instrument control app. For instruments without a computer interface, facilities use locking hardware.
- Once a user is qualified to use an instrument and thus enter a room, CORAL sends notification to the CAAMS manager to grant that room access.
- To address the challenge of users not signing off a machine, the CORAL log can inform equipment/facility usage charges, or, equipment reservations can be required and the equipment can lock the user out at the end of the reservation.
- Managers may set access to expire when usage of instrument or facility is idle, or may send departments lists of idle personnel. Managers should also conduct periodic personnel audits.
- If CORAL managers delete usage, there is no “undo” button, but UW CORAL keeps a history of deleted items, available via the UI.
- CORAL is most useful with expensive and/or dangerous machines where the user stays at the machine during use, but CORAL could manage batch-type equipment like 3D printers. The management of usage time would be tricky, since the user sets up a job then lets it run a long time. From a billing perspective, how long did the print take? You could collect that data and enter it in some other way. Setting up automatic data extraction would be considered an extra service.
- Costs to facility manager include a monthly fee to use CORAL (amount depends on size/complexity of facility, not per-instrument charge), and charges to install locks (e.g. \$200 to put a lock on a lathe). A power interlock box can usually control eight pieces of equipment. CORAL installation cost is amortized over monthly usage.
- For more information see <http://www.coral.washington.edu/doco/sales.html>.

Previous Meeting Minutes

- Apr 2019 – draft approved. Note that [hazardous energy sources](#) covered by program include chemical/fuel, pressure, vacuum, including compressed gas with manifold.
- Previous meeting minutes are at: <https://www.engr.washington.edu/mycoe/safety#>

Incident Reports

- ChemE @ MoIES – EDT spill in fume hood prompted local evacuation (Apr). Save for June meeting.
- CEE @ HHL – hit head, cutting scalp, on spiral staircase (Apr). Shared space, assigned to CEE PI. The spiral staircase has a block of concrete at each landing. After many years someone finally hit their head on it. The lab added padding to these concrete blocks, and caution tape.

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

- ME @ EGA – ground off end of thumb on grinder (Apr). Grinder used 15,000 hours/qtr, causing the wheel to wear down over time, causing a gap between the wheel and grinder rest. Lab manager will check and adjust the three grinders more frequently. Group 9 asks how often – before each use? What is protocol? Per signage and training, user should have held part with vice grips rather than hand. Supposed to rest item against grinder guard. Recovered fine, nail grew back. 5 Whys: thumb caught because part engaged by wheel, because part not securely held (in fingers), because user didn't follow instructions to use clamp.

Group Business

- EH&S requests data on the duration each member has served Group 9. All present added data to list and Sonia will follow up with the rest.
- Update from Facilities' Building Coordinator Guiding Coalition (BCGC) – we are fleshing out the BC Program website, including resources for BCs, so we can present that with our draft update of APS 13.4 in time for the summer BC Forum (August 15th). The FS BC Program intern starts at the end of June.
- Update from UWEM Resilience Workgroup on BARC/Husky Ready – this committee is now folded into the Emergency Readiness Committee (ERC) meetings that take place every two months.

UW-Wide Meeting

- Apr minutes in packet.
- May agenda attached. Highlights:
 - Caroline Shelton, Director of the new Office of Youth Programs Development and Support, is creating a working committee to draft a new youth policy that will be an APS. Contact her if you want to join.
 - N22 construction will cause closure of through traffic on Stevens Way
 - Regarding safety oversight of student clubs: not all clubs are RSO's, and not all RSO's have faculty advisors. EH&S will work on a fact sheet for RSO's and hope to channel it through the Faculty Senate.
 - Heard about Cesium 137 exposure at HMC research building.
 - Since we are expecting a long wildfire season, UWEM will assemble a team to include air quality in the inclement weather plan. They will work with youth programs and football.

DRAFT Meeting Minutes

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

- Will Love, a UW Diving Safety Officer, is now also the UW Boating Safety Program Manager. The program covers any UW-owned or UW-operated vessel. They have created a boating manual (April 2019) and a [Boating Safety website](#). Working on a Boating Safety Advisory Council of stakeholders who will meet quarterly. Please contact Will if your organization has or uses any kind of boat, as he is creating a list. Next they will provide training for those on the list.

Department Updates

- ME – Spam attempt indicates we have new Safety Spot program.
- BioE – (1) Health Sciences Building (including Foege) just switched from Indala access cards to Husky cards, using the same hardware at doors. Some faculty had old Husky cards without RFID. Replacement card is free if because it doesn't work; only charge \$25 to replace lost card. (2) The change to new laundry vendor has been slow, and lacking communication and organization. Consistent labeling is critical. Option to rent or tag own coats, etc. Delivery just loading docks.
- ChemE – (1) Near miss: someone modified a lab process and didn't account for the hazard created. A column filled with liquid overflowed, thought would cap, squirted in eyes. That lab didn't require goggles all the time. (2) Today someone opened ether on the 3rd floor in a room with positive pressure, and EH&S was called because of the smell. Perhaps Group 9 should officially recommend that chemical storage be in a room with a fume hood.
- Dean's Office – (1) The Dean's Office had a presentation "Let's Talk About Mental Health" by Dr. Ann Swenson of the UW Counseling Center, describing student (and faculty, staff) resources, as well as trends, signs, and how to address issues. (2) What topics do we want to discuss with Transportation Safety as our guest speaker? Bikeshare policies and N22 construction impacts. (3) Please note new hazardous waste container label requirements for containers larger than four liters. See [link](#) to download labels.

Next Meeting

- June 24th 2018 at 3pm, in Loew 355



University of Washington Accident / Incident Report

Report Number: 2019-04-062

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: Stoddard	First Name: Ryan
Phone: 6167456557	Email: rstodd@uw.edu
Occupation/Position: RESEARCH ASSISTANT (E S UAW ASE)	Department: ENG: Chemical Engineering- Hillhouse Lab JM Student
Date Reported (yyyy/mm/dd): 2019/04/19	Time of Reporting: 03:27 PM

Person Involved or Affected

Last Name: █	First Name: █
Phone:	Email: █
Occupation/Position: RESEARCH ASSOCIATE	Department: ENG: Chemical Engineering- Hillhouse Lab

Incident Details

Date of Incident (yyyy/mm/dd): 2019/04/19	Time of Incident: 2:30 PM	When Shift Begins: N/A
Campus: Not assigned to Campus	Incident Location/Parking Lot: MOLECULAR ENG BLDG	
Room:	Other:	

Incident Details:

On Friday 4/19 at about 2:30pm, █ was working with ethanedithiol (EDT) in a fume hood. He broke the glass vial and spilled about 3mL in the fume hood. He then tried to use wipes to clean it up and evaporate the remainder by blowing N2 on the spill. This was improper use of the fume hood, and the labs and office space were exposed with EDT vapors. We evacuated the lab and office space, since EDT vapors are an acute toxin. Noone reported any symptoms beyond minor headache. █ was wearing gloves and lab coat and did not have any skin contact to EDT.

Attachment: **Yes**

Supervisor

Last Name: Stoddard	First Name: Ryan
Phone: 6167456557	Email: rstodd@uw.edu
Occupation/Position: RESEARCH ASSISTANT (E S UAW ASE)	Department: ENG: Chemical Engineering- Hillhouse Lab JM Student

Classification

Level 1:
Near miss (No incident occurred but it could have),
Injury or Exposure, no first aid required,

Type of Incident

Injury Description: **None,**

Body Parts Affected: **None,**

Cause of Injury or Damage: **None,**

Possible Causes

Equipment: **Using Equipment Improperly,**

Environment: **Chemicals,**

Policies / Procedures: **Failure to Follow Procedures,**

Human Factors: Failure to Follow Established Protocol/Procedures, Inattention,

Suggested corrective action by the affected party

needs to review MSDS for new chemicals before using in lab.
needs to review chemical spill clean up procedures (despite already having completed training)

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.)

Improper handling of chemical and vial. was using a wrench to remove a cap on a glass vial with a hazardous solvent - this was poor judgement and with proper use of glassware the spill would not have happened

Recommendations/Preventive Measures:

Add an SOP for working with EDT and similar class of solvents

Discuss importance of reviewing MSDSs with

writes a safety memo about the incident, where he evaluates root causes, steps that could have been taken, and future prevention measures

Corrective Actions Target Date (yyyy/mm/dd):
2019/05/01

Corrective Actions Complete Date (yyyy/mm/dd):
2019/04/24

Other Comments:

attached is safety memo

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: 4/19/19 forwarded to Tracy Harvey - Angie Haggard

Memo on the incident of EDT release

in 4/19/2019 by [REDACTED]

TO: Hillhouse Group

FROM: [REDACTED]

DATE: April 24, 2019

SUBJECT: Lab incident --- ethanedithiol solvent release

1. Description of what led up to the incident and what happened during the incident:

At 2:30pm in 4/19/19, I tried to dispose 3mL ethanedithiol (EDT) in a glass vial into the waste container in a fume hood. I found the lid of the vial was stuck. **Then, I put the vial close to the edge of the fume hood (the position is shown in Fig. 1) and used a wrench to open the lid. The vial broke** and EDT was spilled out. Some of the spilled EDT was inside the fume hood, and some was outside of the fume hood (the spilled region is shown in the red circle of Fig. 1).

I used wipes to clean most of the spilled EDT in the fume hood but found some EDT was under the white plastic table cover in the fume hood and some was spilled outside of the fume hood. I tried to clean all of them, but I could still smell the rotten odor from EDT. Thus, I used N₂ nozzle to blow towards the inside of the fume hood to dry spilled EDT quickly and made the vapor flow toward the inside of the fume hood. Unfortunately, EDT vapor flew out of the fume hood and entered the lab and office.



Fig. 1 Position of the broken vial in the fume hood.

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

- 1) Improper method to open stuck lid of the vial.
- 2) Improper placement of the vial in the fume hood. The vial was put too close to the edge so that EDT would spill out of the fume hood even the sash was shut.
- 3) Improper placement of table cover. The table cover was too close to the edge of fume hood and the solvent under the table cover couldn't be dried so that EDT vapor would flow into the lab even the sash was shut.
- 4) Improper use of N₂ nozzle. The flow of N₂ would disrupt the fume hood flow, accelerating the escape of EDT vapor into the lab.
- 5) I didn't read the MSDS of each chemical I used. I also ignored safety issues in the lab.
- 6) When EDT was spilled, I was very nervous at that time and was at a loss.
- 7) I didn't use fume hood correctly. I should close the fume hood immediately decreasing the exposure of EDT.

3. Recommendations and Preventive Measures to be Implemented:

- 1) **Each time when you enter the lab, think of all the potential risks of your experiment.**
- 2) **The transfer of solvents:** When we transfer vials with solvent out from or into glove box, it's better to seal the vials in another big bottle to avoid the spill of the solvents.
- 3) **Never put vials sealed in glove box for a long time,** otherwise, it may be difficult to open the lid of the vials when the vials are taken out from glove box. There are two possible reasons. One is that the solvent in vials always evaporate which makes the pressure inside the vials very high, generating large pressure difference between the inside and outside of vials. The other reason may be that the solvent react gradually with the polymeric materials which are used to seal the lid.
- 4) **Open vials by tight lid opener if the lid is stuck, don't use wrench to open vials.**

- 5) **Close the sash of fume hood immediately if some hazardous solvent is spilled and remind others of the emergence.**
- 6) **Be familiar with MSDS of each chemical you use.**

- **MSDS of EDT** is as follows:
 - Vapor pressure of EDT is 4.8 torr at 20 °C, and 5.61 torr at 25°C.
 - EDT is a kind of thiols. It has a very characteristic odor which is compared by many people to rotten cabbage.
 - It is suggested not for food, drug, pesticide or biocidal product use.
 - The hazardous identification icons are shown in Fig. 2.



Fig. 2 Hazardous identification icon

- It's flammable. The flash point is 50°C.
 - **Major health hazardous: central nervous system depression**
 - **Physical hazardous:** flash back hazard. Combustible liquid and vapor.
 - **Short term exposure:** irritation, changes in body temperature, nausea, vomiting, diarrhea, loss of voice, chest pain, difficulty breathing, irregular heartbeat, headache, drowsiness, dizziness, loss of coordination, bluish skin color, lung congestion, blood disorders, kidney damage, liver damage, brain damage, convulsions, unconsciousness, coma
 - **Skin contact:** irritation
 - **Eye contact:** irritation
 - **Ingestion:** headache, drowsiness, dizziness, loss of coordination
 - Long term exposure: No information is available.
- **The release measures is as follows:**
 - Avoid heat, flames, sparks and other sources of ignition. Stop leak if possible without personal risk. Reduce vapors with water spray.

- Small spills: Absorb with sand or other non-combustible material. Collect spilled material in appropriate container for disposal.
- Large spills: Dike for later disposal. Remove sources of ignition. Keep unnecessary people away, isolate hazard area and deny entry.
- **First aid measures:**
 - Inhalation:** If adverse effects occur, remove to uncontaminated area. Give artificial respiration if not breathing. Get immediate medical attention.
 - Skin contact:** Wash skin with soap and water for at least 15 minutes while removing contaminated clothing and shoes. Get medical attention, if needed. Thoroughly clean and dry contaminated clothing and shoes before reuse.
 - Eye contact:** Flush eyes with plenty of water for at least 15 minutes. Then get immediate medical attention.
 - Ingestion:** If swallowed, drink plenty of water, do NOT induce vomiting. Get immediate medical attention. Induce vomiting only at the instructions of a physician. Do not give anything by mouth to unconscious or convulsive person.
 - Antidote:** amyl nitrite, inhalation; sodium nitrite, intravenous; pyridoxine, intravenous; urea, intravenous.
 - CAUTION! Get medical attention immediately.
 - NOTE TO PHYSICIAN: For inhalation, consider oxygen. For ingestion, consider gastric lavage.
- **Exposure controls and personal protection:**
 - Ventilation:** Provide local exhaust ventilation system. Ensure compliance with applicable exposure limits.
 - Eye protection:** Wear splash resistant safety goggles. Provide an emergency eye wash fountain and quick drench shower in the immediate work area.
 - Clothing:** Wear appropriate chemical resistant clothing.
 - Gloves:** Wear appropriate chemical resistant gloves.
 - Respirator:** Under conditions of frequent use or heavy exposure, respiratory protection may be needed. Respiratory protection is ranked in order from minimum to maximum. Consider warning properties before use.
Any chemical cartridge respirator with organic vapor cartridge(s).
Any chemical cartridge respirator with a full facepiece and organic vapor

cartridge(s).

Any air-purifying respirator with a full facepiece and an organic vapor canister.

7) Correctly use fume hood:

- Check that the fume hood is operating correctly before you start work.
- Avoid cross drafts and disruptive air currents in front of the fume hood. Ensure that windows and doors near the fume-hoods are CLOSED.
- **Always keep work at least 15cm in from the opening of the fume hood** (as show in Figure 3).

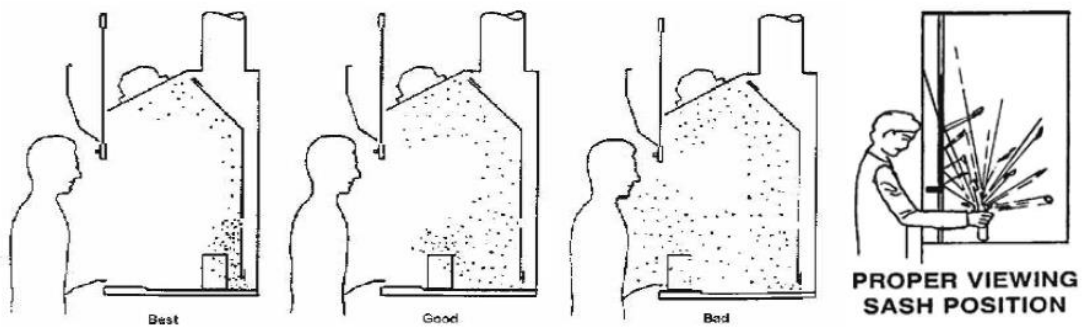


Fig. 3 Correct work position of fume hood

- Connect all electrical devices outside of the hood to avoid sparks which may ignite a flammable or explosive chemical.
- DO NOT overcrowd or clutter the fume hood. Overcrowding creates vortices and dead spots. Vortices may cause hazardous material to flow back out of the fume hood causing exposure; dead spots may allow ignitable concentrations of flammable and combustible materials to accumulate



University of Washington Accident / Incident Report

Report Number: 2019-05-007

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: Human Centered Design and Engineering
Date Reported (yyyy/mm/dd): 2019/05/02	Time of Reporting: 02:19 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position: [REDACTED]	Department: ENG: Human Centered Design and Engineering

Incident Details

Date of Incident (yyyy/mm/dd): 2019/05/02	Time of Incident: 11:45 AM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: MARY GATES HALL	
Room: outside NE corner	Other:	

Incident Details:

I was walking next to Mary Gates Hall on the NE side of the building when I tripped on uneven surface (see photos), tripping and falling. I was able to get up on my own. I did a quick assessment, noting the my right ankle and left knee felt like I had twisted them. Also, I landed on my right wrist and elbow. I was able to continue walking. After returning to the office, my left knee was starting to swell a bit. I am able to walk but do have some pain while doing so. I will be leaving work about 90 minutes early to walk home and ice the knee and ankle. I am not sure if I will need to see the doctor or not.

Attachment: **Yes**

Supervisor

Last Name: Baker	First Name: Erin
Phone: +1 206 685-3465	Email: bakeres@uw.edu
Occupation/Position: ADMINISTRATOR	Department: ENG: Human Centered Design and Engineering

Classification

Level 1:
Injury requiring first aid,

Type of Incident

Injury Description: **Pain, Irritation, Inflammation, Swelling, Sprain, Strain, Twist,**

Body Parts Affected: **Knees, Feet, Ankles, Toes,**

Cause of Injury or Damage: **Fall of Less than 6', or on Stairs,**

Possible Causes

Equipment:

Environment: **Slippery, Uneven surface,**

Policies / Procedures:

Human Factors:

Suggested corrective action by the affected party

I am usually very good at watching where I walk. Not sure if I will need first aid or not.

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.)

uneven walking surfaces on campus

Recommendations/Preventive Measures:

better maintenance of outdoor walking surfaces by the grounds department

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

2019/06/30

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

Other Comments:

There is no option for the staff member or department to take corrective actions, as this was an injury caused by uneven walking surfaces on a part of campus not under department control. Staff can exercise care when walking across campus, but accidents are still likely to happen when the walking surfaces are not in perfect repair.

This form requires a corrective actions target date, so I set one. I understand that I have no control over the date this surface may be able to be repaired, or even if it will be repaired.

EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:





University of Washington Accident / Incident Report

Report Number: 2019-05-012

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position: PUBLIC INFORMATION SPECIALIST	Department: ENG: Civil and Environmental Engineering-SCTL
Date Reported (yyyy/mm/dd): 2019/05/01	Time of Reporting: 04:50 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position: PUBLIC INFORMATION SPECIALIST	Department: ENG: Civil and Environmental Engineering-SCTL

Incident Details

Date of Incident (yyyy/mm/dd): 2019/04/17	Time of Incident: 10:45 AM	When Shift Begins: 9:00 AM
Campus: Seattle	Incident Location/Parking Lot: MUELLER HALL	
Room:	Other:	

Incident Details:
 While walking to meeting, tripped on uneven sidewalk and fell into edge of concrete footing.
 Attachment: No

Supervisor

Last Name: Keough	First Name: William
Phone: +1 206 799-3108	Email: wkeough@uw.edu
Occupation/Position: ACADEMIC SERVICES-ASSISTANT DIRECTOR (E S 9)	Department: ENG: Civil and Environmental Engineering-SCTL

Classification

Level 1:
 Injury requiring first aid,
 Injury requiring medical treatment (go to level 3 if in-patient hospitalization or amputation occurred),
 Injury involving lost work days,

Type of Incident

Injury Description: Bruise, Contusion, Concussion, Cut, Laceration, Puncture, Scratch, Abrasion (Open Wound), Headache, Pain, Irritation, Inflammation, Swelling,
 Body Parts Affected: Head, Face, Eyes, Nose,
 Cause of Injury or Damage: Structures, Surfaces,

Possible Causes

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

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.) I don't know. I wasn't there.			
Recommendations/Preventive Measures: I don't know. I wasn't there.			
Corrective Actions Target Date (yyyy/mm/dd): 2019/05/06	Corrective Actions Complete Date (yyyy/mm/dd): 2019/05/03		
Other Comments:			
EHS Review			
Last Name:	First Name:	Phone Number:	Email:
Occupation/Position:		Department:	
Comments:			



University of Washington Accident / Incident Report

Report Number: 2019-05-014

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position: PROFESSOR	Department: ENG: Electrical & Computer Engineering
Date Reported (yyyy/mm/dd): 2019/05/03	Time of Reporting: 03:06 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position: PROFESSOR	Department: ENG: Electrical & Computer Engineering

Incident Details

Date of Incident (yyyy/mm/dd): 2019/05/02	Time of Incident: 8:00 AM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: ALLEN CENTER FOR	
Room: Atrium	Other:	

Incident Details:
Fell down stairs
 Attachment: No

Supervisor

Last Name: Poovendran	First Name: Raadhakrishnan
Phone: +1 206 221-6512	Email: rp3@uw.edu
Occupation/Position: PROFESSOR AND CHAIR	Department: PROV: College of Engineering

Classification

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

Type of Incident

Injury Description: Broken or Lost Tooth, Bruise, Contusion, Concussion, Fracture, Dislocation, Headache,

Body Parts Affected: Head, Face, Nose, Mouth, Hands, Wrists, Chest, Ribs,

Cause of Injury or Damage: Fall of Less than 6', or on Stairs,

Possible Causes

Equipment:

Environment:

Policies / Procedures:

Human Factors: Loss of Balance,

Suggested corrective action by the affected party

Supervisor's Comments

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

Root Causes:
(Please look at all the factors that may have contributed to the accident. Such factors may include equipment, environment, policies, procedures, and personnel.)
Loss of balance while using the Paul Allen Center stairs.

Recommendations/Preventive Measures:
Use handrails while coming down the stairs.

Corrective Actions Target Date (yyyy/mm/dd): 2019/05/13	Corrective Actions Complete Date (yyyy/mm/dd): 2019/05/13
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Other Comments:

EHS Review

Last Name: Nelson	First Name: Scott D	Phone Number: +1 206 221-7055	Email: sdnpe@uw.edu
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Occupation/Position:	Department:
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Comments:



University of Washington Accident / Incident Report

Report Number: 2019-05-047

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone:	Email: [REDACTED]
Occupation/Position: STUDENT ASSISTANT	Department: ENG: Aeronautics and Astronautics- Kirsten Wind Tunnel JM Student
Date Reported (yyyy/mm/dd): 2019/05/10	Time of Reporting: 03:02 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone:	Email: [REDACTED]
Occupation/Position: STUDENT ASSISTANT	Department: ENG: Aeronautics and Astronautics- Kirsten Wind Tunnel JM Student

Incident Details

Date of Incident (yyyy/mm/dd): 2019/05/09	Time of Incident: 2:45 PM	When Shift Begins: 2:30 PM
Campus: Seattle	Incident Location/Parking Lot: KIRSTEN WIND TUNNEL	
Room: 110	Other:	

Incident Details:

During a proof testing of a plastic component, a weight fell upon the victim's finger. The weight pinched the victim's finger under the work surface, causing a flesh wound on the right ring finger. The wound was promptly stabilized, cleaned, then bandaged and the contaminated work areas were blocked off and disinfected with a 9:1 bleach solution.

Attachment: No

Supervisor

Last Name: Knowlen	First Name: Carl
Phone: +1 206 543-7159	Email: knowlen@uw.edu
Occupation/Position: RESEARCH ASSOCIATE PROFESSOR	Department: ENG: Aeronautics and Astronautics

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: Tools, Instruments,

Possible Causes

Equipment:

Environment:

Policies / Procedures: Inadequate Planning, Preparation,

Human Factors:

Suggested corrective action by the affected party

Process procedures for tests of this nature will henceforth require review by full-time KWT staff prior to execution.

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.)

Improper test design. Lack of test plan review by senior staff.

Recommendations/Preventive Measures:

Minor load testing like this should always be done assuming sudden failure of test article. Provisions for catching weight with minimal drop distance should always be incorporated, even when not planning a destructive test.

Corrective Actions Target Date (yyyy/mm/dd):
2019/05/10

Corrective Actions Complete Date (yyyy/mm/dd):
2019/05/10

Other Comments:

Have debriefed incident with student. Will discuss this incident with all student KWT employees and will implement recommended procedure changes for future ad hoc tests.

EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:



University of Washington Accident / Incident Report

Report Number: 2019-05-087

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: Deans Office-Corporate & Foundation Relations
Date Reported (yyyy/mm/dd): 2019/05/22	Time of Reporting: 10:22 AM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position: [REDACTED]	Department: ENG: Deans Office-Corporate & Foundation Relations

Incident Details

Date of Incident (yyyy/mm/dd): 2019/05/21	Time of Incident: 2:00 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: LOEW HALL	
Room: Suite 014	Other:	

Incident Details:

On the afternoons of May 20 and May 21 there was a strong sulphur-like smell that came in and out throughout the afternoons.

Attachment: No

Supervisor

Last Name: Mahoney	First Name: Judy
Phone: +1 206 685-8629	Email: jkm7@uw.edu
Occupation/Position: ASSOCIATE DEAN	Department: ENG: Deans Office

Classification

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

Type of Incident

Injury Description: **Allergy, Sensitivity Reaction, None,**

Body Parts Affected: **Nose,**

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

Possible Causes

Equipment:

Environment: **Air Contaminants, Chemicals,**

Policies / Procedures:

Human Factors:

Suggested corrective action by the affected party

It would be great to find the source of the smell since it showed up two days in a row.

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.)

None found

Recommendations/Preventive Measures:

Keep an eye on it.

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

2019/05/28

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

2019/05/28

Other Comments:

This was a "near miss" no one was affected enough to leave work. EH&S could not determine cause. Building Coordinator made aware in case it recurs.

EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:

U-WIDE HEALTH AND SAFETY COMMITTEE

May 8th, 2019 Meeting Minutes | 1:00 pm - 2:30 pm | Foege N130A

	Elected Members* (HSC Group)		Appointed Members* (HSC Group)		Environmental Health & Safety (EH&S) Staff**
X	Leslie Anderson, Co-Chair (1)	X	Paul Zuchowski (3)		Katia Harb
X	Fieta Robinson (1)		Katie Beth (3)	X	Denise Bender
X	Ryan Hawkinson (1) alternate		Beth Hammermeister (4)	X	Angelina Haggard
	Sterling Luke (2)		Liz Kindred, Co-Chair (5)	X	Manisha Konnur
X	Jeff Mellema (2)		Nicole Sanderson (7)	X	Will Love
X	Carol Harvey (4)	X	David Zuckerman (10)		
X	Ann Aumann (5)	X	Sonia Honeydew (9)		Guests
	Natassia Stelmaszek (6)			X	Caroline Shelton
X	Brianna Divine (6)			X	Emily Smith
	Kelly Carter-Lynn (7)				
	David Hirschberg (8)				
X	Hannah Wilson (8)				
X	Kameron Harmon (9)				
	Colleen Irvin (9)				
X	David Warren (10)				
	Faculty Senate*				
X	Lesley Colby				
	Labor Union Representation*		Ex-Officio Members**		Ex-Officio Members**
X	Paula Lukaszek, WFSE Local 1488		Tracey Mosier, UW Facilities		Felicia Foster, Atty General's Office
X	Christine Kang, Graduate & Professional Student Senate UAW 4121		Chris Pennington, UW Facilities	X	Lt. Chris Jaross, UWPD
	Vacant, SEIU Local 1199		Steve Charvat, Emergency Management		
			Megan Levy, Emergency Management		Vacant, Transportation Services
		X	Barry Morgan, Emergency Management	X	Ken Nielsen, Risk Claims Services
		X	Rick Gleason, DEOHS		Vacant, Capital Planning & Development
<p>x= Present at meeting (quorum = 11 elected and appointed members) *voting members **non-voting members</p>					

Agenda

1. **Call to Order**
2. **Approval of Meeting Minutes**
3. **Safety of Minors**
4. **Organizational Group Reports**
5. **Union Reports**
6. **Ex-Officio Reports**
7. **EH&S and L&I Updates**
8. **Good to Order**
9. **Adjourn**

Recorded by Manisha Konnur

1. **Call to Order:** Leslie Anderson called the meeting to order at 1:04pm.
2. **Approval of Meeting Minutes:** April meeting minutes were approved as amended.
3. **Safety of Minors:** Caroline Shelton, the Director of 'Office for Youth Programs Development and Support' presented on Youth Safety. (Presentation will be linked here).
4. **Organizational Group Reports**
 - **HSC 1:** Leslie Anderson and Ryan Hawkinson reported for HSC-1. The group met that morning and discussed OARS reports. They decided to cancel the next meeting in June since many of the members are out of office for commencements and vacations. They also discussed re-entry into a leased facility – like KUOW – after an emergency event. Bender recommended contacting Doug Gallucci as he is a member of the sub-committee of the Emergency Readiness Committee that is working on a critical facility index and the PEAT team if the group needs advice in a broad sense. Denise also recommended contacting the real estate group since they will know more about the contractual terms.
 - **HSC 2:** Jeff Mellema reported for HSC-2. The group met last month and reviewed the April 2019 U-Wide meeting minutes. They did not have a quorum.
 - **HSC 3:** Paul Zuchowski reported for HSC-3. The group met last month and reviewed OARS reports. Paul gave a brief update about N22 parking lot construction. Based on the information the group received, the construction

will be June 17 to August 30 2019. Stevens Way will be closed accordingly due to the construction. Lt. Chris Jaross asked the scope of the construction. The scope of the N22 parking lot construction is to excavate the lot, make it more ADA approved the electric car charging stations will be temporarily relocated to the Central Plaza Garage. Paul mentioned that the west entrance to Stevens Way will be closed for two weeks due to Population Health Facility construction. The first football game is planned for August 31, 2019.

- **HSC 4:** Carol Harvey reported for HSC-4. The group discussed an OARS report involving an undergraduate student handling trifluoroacetic acid and what role the committee has for addressing/escalating specific health and safety concerns. The group also discussed resources and tools available for working alone after hours.
- **HSC 5:** There was no one present from HSC-5.
- **HSC 6:** Lori Anthony and Brianna Divine reported for HSC-6. The group met and reviewed OARS reports.
- **HSC 7:** There was no one present from HSC-7. UW Bothell is hosting the July 10 U-Wide meeting.
- **HSC 8:** Hannah Wilson reported HSC-8 will meet next week.
- **HSC 9:** Sonia Honeydew gave updates for HSC-9. The group met on April 29th. Denise Bender and Natalie Daranyi were the guest speakers and talked about Lockout Tagout and Hazardous Energy Control. Sonia had a question about what safety committee student organization/clubs fall into. Paul Zuchowski stated there is some oversight with student affairs when they are aware of the events, but is not always the case. The students can register their organizations, but it is not mandatory. There are approximately 956 Registered Student Organizations (RSO) at UW. Leslie Anderson wondered if there is an opportunity to create a fact-sheet and if this can be addressed in the next faculty senate meeting?
- **HSC 10:** David Warren reported for HSC 10. The group met last month and discussed the U-Wide April meeting minutes. UWPD Golden presented information on how to address unsheltered people seeking shelter inside of buildings. . The officer recommended posting signage to indicate that the area is for specific use (language to be determined) only. If signage is posted than the UWPD can better enforce the rules.

5. Union Reports:

Paula Lukaszek asked the committee if IT personnel are required to wear personal fall arrest/restraint equipment in a scissor lift. Denise explained that UW Facilities has a more conservative requirement in regard to scissor lifts and requires a person wear a full body harness and attach a lanyard to the anchor point. The EH&S fall protection manual is aligned with WISHA regulations and does not require this. An organization or department can apply more restrictive requirements if desired. A question was asked regarding health and safety training for personnel at UWMC. Denise explained that training is provided to the UWMC per the specific agreements in the Memorandum of Understanding (MOU) with the UWMC. Denise recommended calling the Training main line and request for help. Denise, Natalie Daranyi or Brandon Kemperman will then coordinate with Toby Purvis, UWMC Safety Director, to provide the required training.

Christine Kang asked if there is a matrix that UWPD follows to determine what level of police protection is required for student led events, specifically the UW College Republican event that recently occurred. Lt. Chris Jaross answered that they were given one day notice and did not have the resources available, UWPD usually accesses the situation, prepares for the worst and hopes for the best.

Christine also wanted a follow-up status on the Kirsten Wind Tunnel regulated materials event. Denise to ensure the final summary is reported to Peter Denis, Assistant Vice President, Labor Relations, Union Contact.

6. Ex-Officio Reports:

Ken Nielson reported there are no updates from Risk and Claim services.

Barry Morgan reported for Emergency Management: 1) Activated the EOC on Friday May 3 for the HMC R&T Radiation Incident from 1000 – 1700.2) The National Weather Forecast reported the wildfire season has started early and they are getting a team ready to deal with the wildfires.

Lt. Chris Jaross reported for UWPD. They are getting ready for the June commencement. John Vinson has moved from his former position as Chief to an AVP position in Student Life and Mr. Randy West (consultant) is working as a civilian until the new chief is hired by this Fall.

Rick Gleason reported for DEOHS. Rick encouraged everyone to check out the L&I safety video lending library with over 600 free streaming videos. It has been recently updated and is a free resource.

<https://www.lni.wa.gov/Safety/TrainingPrevention/Videos/default.asp>

Leslie Colby reported for Faculty Senate. The Faculty Senate is on recess and the next Faculty Senate meeting will be held in September 2019.

- 7. EH&S Updates:** Will Love presented on the Boating Safety Manual. (Presentation will be hyperlinked).

At 2:30pm, a motion by Leslie Anderson to extend the meeting by 15 minutes carried.

Denise Bender reported for EH&S. Denise read the May 7, 2019 communication to HMC-RT staff for the Harborview incident on May 2. The U-Wide committee will be updated once more information is received.

Candidates are being phone screen interviewed for EH&S Senior Director position and resumes are being accepted for the Accident Prevention Manager position.

L&I Updates: Denise Bender reported there are no open L&I reports.

- 8. Open Discussion** A committee member asked if it was okay to handout N95 respirators due to wild fire smoke. Denise stated that Eleanor Wade or Brandon Kemperman will provide a response.
- 9. Adjourn** Leslie Anderson adjourned the meeting at 2:40pm.

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

June 12, 2019

1:00 – 2:30 PM

[William H. Foege Bldg. N-130A](#)

Agenda Item	Lead	Process	Time
Call to Order	Liz Kindred, co-chair	Robert's Rules of Order	
Approval of Meeting Minutes	Liz Kindred, co-chair	Robert's Rules of Order	5 min
Organizational Group Reports*	Committee Members	Discussion	20 min
Union Reports	Union Representatives	Discussion	10 min
Ex-Officio Reports	Ex-Officio Members	Discussion	15 min
Lab Safety Initiative Results	Alex Hagen Tracy Harvey	Presentation	30 min
EH&S and L&I Updates	EH&S Staff July U-Wide @ UW Bothell 2020-21 HSC Term Elections – Angie Haggard	Discussion	5 min
Good of the Order	Liz Kindred, co-chair	Discussion	5 min
Adjourn	Luz Kindred, co-chair	Robert's Rules of Order	

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

Please send ideas for agenda items to the co-chairs Leslie Anderson and Liz Kindred at least 2 weeks prior to our meetings.