

**UW Bothell
Health and Safety Committee
Meeting Minutes
February 10, 2009**

Attending:

Kai Martin, Christy Cherrier, Dave Leonard (ex-officio), Nicole Sanderson, Sharene Peltier, Mike Steer, Ken Jones, Amy Van Dyke (ex-officio), Clay Horton, Deborah Conley-Staerk, Armin Liedtke, Janet McDaniel, Tim Rhoades

Absent:

Barney Harvey

Call to Order:

The meeting was called to order at 10:02 am.

Minutes:

A motion was made, seconded, and passed to accept the minutes as presented.

Area Reports:

Admin- Amy

OARS is now online and available to all employees, not just supervisors. Amy is working on getting information out to campus and setting up training. Ken noted that OARS can be used to report quality improvement issues as well as accidents.

Security and Campus Safety and U-Wide- Ken

Ken attended the U-Wide meeting. The meeting mostly focused on weather issues and ongoing L & I issues at the hospitals. The new OARS system was also discussed.

Facilities- Nicole

Nicole and Dave are organizing asbestos training on campus next week. Dave explained that asbestos training is required annually for all university employees. Individual departments are required to track asbestos training.

H&S Bulletin board- Kai

Kai has posted all of the required new posters. Some posters will need to be updated with the new emergency radio station information.

Open/Old Business:

Review of EH&S reports- One accident report was reviewed. All requirements regarding the accident were addressed in the report. No one had any additional comments.

Emergency phone buttons and caller location display- Amy contacted UW Technologies about this issue and found out that they maintain a current database of phone locations for 911 calls. Only UW Technologies and 911 responders have access to this database. UW Technologies will make changes to the phones' emergency buttons for \$4 per phone. The phone displays are a departmental responsibility and are not regulated. Mike noted that 911 responders such as Bothell Fire Department and Bothell Police Department often go to the wrong location on

campus and he would like to know why/how they are getting incorrect information. Nicole noted that Bothell Fire has done some training on campus, which has helped familiarize there personnel with our campus. Also, Engineers from Physical Plant and Public Safety Officers will often go outside to meet emergency vehicles and direct them to the correct location. Amy will follow up with UW Technologies to find out who has access to the 911 database.

Campus street signage- Barney is working on this issue.

New Business:

Building exterior doors- CCC has had problems with doors not being closed properly after hours. The doors have been repaired. Deborah asked the committee to remind everyone to make sure exterior doors are fully closed when using them after hours.

Slippery/Icy roads and walkways- Deborah asked when and how areas of campus are closed because of slippery conditions. This is the responsibility of Facilities Services. Nicole said that anyone can call Physical Plant to report ice and they will attend to it quickly.

Emergency experts Q&A at UWB- This event will be held at UWS tomorrow, at UWT in March and at UWB in May. Dave did not have much information about this event, but it will likely focus on fire safety. Deborah and Dave will follow up and get more information on these events.

Evac chairs for the library- LB2 has an EAP and Deborah asked why there was no Evac chair for the EAP in LB2 or LBA. There is one Evac chair for all of the UWB/CCC Library and it is located in LB1. It would be good to have another one in LB2 and LBA, but there isn't funding to purchase more. A proposal for a new chair was started at some point, but never finished. Amy suggested to that a proposal be written and submitted to Marilyn. Clay will work on this project.

Review responsibilities of the committee- Dave showed the committee where to find safety information on the Environmental Health and Safety website and the EPA website. He reviewed the regulations governing safety committees at the university. At the next meeting he will review the responsibilities of the committee.

EH&S Safety Manager Report:

EH&S has a new director, Jude Van Buren will start May 2009.

Adjournment:

The meeting was adjourned at 11:00 am.