

UW Bothell
Health and Safety Committee
Meeting Minutes
March 11, 2008

Agenda:

I. Call to Order

The meeting was called to order by Deborah at 10:05 am.

II. Members present - Deborah Conley-Staerk, Ken Jones, John Egdorf, Raoul Evans-Ramos, Judy Gustafson, Barney Harvey, Clay Horton, Dave Leonard (ex-officio), Kai Martin, Janet McDaniel, George Michael, Amy Van Dyke (ex-officio)

Members Absent - Christy Cherrier, Armin Liedtke

III. Approval of minutes from Feb 2008

The minutes were reviewed by all; a motion was made to approve the minutes – seconded and accepted.

IV. Area reports

- a. Facilities – Barney reported most of the paving is completed at the bus stop; waiting on lighting. John reported on the City of Bothell removing trees. The boardwalk has been repaired and is now open. Barney reported “bright sight panels” were installed at the north parking garage crosswalk; to be installed at all crosswalks and on stop signs.
- b. Security & Campus Safety – No area report.

V. Open/Old Business

- a. Review December Accident/Incident Reports (Amy Van Dyke) – Amy distributed OARS reports from November '07 through February '08, Deborah had earlier distributed January through February '08 Accident/Incident Reports; discussion. John noted emergency lighting in bathrooms is not required by code but that Facility Services is installing some in the bathrooms. Discussion of the December reports – three of same incident. It was noted by Dave and Raoul that there was a good job of blood clean-up, however, Raoul thought the notification of blood exposure was a little slow. John suggested the WAC could be posted at plant. Raoul distributed copies of the WAC “Bloodborne Pathogens, Post-Exposure Requirements”. Dave talked about an “Exposure Control Plan”. Deborah asked if an ECP should be in the Emergency Plan.
- b. Sound Shake '08 – Ken and Raoul were both at UWS for the drill – it was noted this was a regional, not just a UW event; Raoul will email members of the committee the report if requested. Dave thought he wrote the same information at least four times; seems to be a need for efficiency and that the transition was confusing. Raoul noted there should be good liaison between entities - same as should be at Bothell. Ken also noted some confusion – you/we are going to be on your own, same as at UW Bothell; discussion.
- c. Feb U-Wide Meeting
 - Deborah, Ken and Dave attended the February 08 U-Wide meeting.
 - Deborah reported that a new U-Wide Chair and Vice Chair were elected.

- The committee members received a draft copy of the Administrative Policy Statement regarding the “Purchase, Management and Use of an AED” for all of UW. Karen VanDusen thanked Ken Jones for his input regarding issues that need to be addressed on the Non-Seattle Campus sites.
- The complete OSHA Form 300A for 2007 was distributed to the members.
- The next U-Wide meeting will be Wednesday March 12.

VI. New Business

- a. Review EHS Accident/Incident Reports – Reviewed previously. John commented that any elevator incidents should be reported to the contractor/engineers immediately. Amy distributed new Accident/Incident (February) reports; discussion.
- b. Ideas for screensaver with subject being earthquake safety – April is Earthquake Awareness Month; Dave noted the best answers about evacuating buildings are on the Emergency Procedures posters in every office. It was noted that floor wardens are now called floor supervisors (“supes”). Judy suggested identifying who the floor supes are in the next Administrative Services newsletter; Ken noted he does address that in his part of the New Employee Orientation, as in talk to your supervisor. Discussion of asbestos hazard after an earthquake – not an issue on the Bothell campus. Reminder to grab your keys, coats, etc. when evacuating buildings; plan on more discussion at April monthly meeting.

Judy talked about the budget - will submit a proposal for operational costs. Discussion of classes and costs.

VII. EH&S Safety Manager Report – Dave Leonard

Ok.

VIII. Health & Welfare

Skipped over due to time constraints.

IX. Next Meeting

Tuesday, April 8, 2008, 10:00-11:00 a.m., UW1-192.

X. Adjournment

The meeting was adjourned at 11:05 a.m.; Deborah noted that at the February U-Wide meeting it was stressed that committee meetings are to be kept to no longer than one hour in length.