

UW Bothell  
Health and Safety Committee  
Meeting Minutes  
**June 10, 2008**

**Attending:**

Deborah Conley-Staerk, Ken Jones, Charles Easterberg (guest), John Egdorf, Raoul Evans-Ramos, Barney Harvey, Clay Horton, Armin Liedtke, Dave Leonard (ex-officio), George Michael, Kai Martin, Janet McDaniel, Nicole Sanderson, Amy Van Dyke (ex-officio)

**Absent:**

Christy Cherrier, Judy Gustafson

**Call to Order:**

The meeting was called to order at 10:05 a.m.; it was noted there would be a guest speaker.

**Minutes:**

The minutes were reviewed by all present; Amy noted a correction to be made referencing John Miller in the April and May minutes – should be John Egdorf. Motion made to approve minutes with correction; seconded and approved.

**Area Reports:**

**Administrative Services – Amy**

Amy reported that Marilyn Cox, Vice Chancellor for Administration and Planning, will attend the July 2008 meeting and will return again after the start of the Fall 08 qtr when more of our members are present. Amy and Marilyn plan on reviewing the draft Health and Safety plan so that hopefully it may be in place by Fall 2008. Amy is working with Paul to modify the campus map to show construction zones.

**Security & Campus Safety and U-Wide – Ken**

Ken reported he attended the May U-Wide meeting and was planning to attend the June meeting. Ken noted no effects/problems – as yet – due to construction. John noted some growing pains but under control with contractor Hoffman. The bus stop remodel is nearing completion. Some of the items that still need to be completed are: the guard rail installed on the NE corner of Campus Way NE/110th Ave NE, bench installed in the bus loading zone, etc.

**Facilities – Barney**

Barney noted that all Facilities staff members are up-to-date on their First Aid and CPR/AED training. In addition they also recently completed training on heat related injuries and illnesses. Custodial staff members were fitted for new safety eyewear. Barney distributed a campus construction maps created by Tony G. The maps show the areas that are being used by Hoffman Construction (Cascadia 3) and Mowat Construction Co (South Entry to Campus). Deborah asked if anyone has contacted Hoffman and pointed out the speeding traffic dangers when entering onto 110th Ave from their respective areas. Raoul asked if Hoffman was holding safety meetings and if members from Facilities were attending. John E told the group that there are safety meetings being held, but since the main construction group is not here yet, Facilities is not yet attending.

He pointed out that Dee Sliney is attending meetings. John E said once construction begins in earnest Facilities will attend.

**Open/Old Business:**

Ken read the single monthly injury report that was received from EH&S. The Incident was a back injury was caused by an employee trying to catch a trash can that was slipping; Barney noted that the parties involved were properly using a “team lift” and that the can slipped. He told the committee that there are mechanical devises available and that the truck with a lift will be scheduled in the future. No additional recommendation from the committee.

Amy provided a very brief narrative on a trip/fall accident over a small concrete barrier. Some members of the committee stated that an inspection of the trip fall hazard has already taken place and that the hazard will be taken care of in the near future. We will wait till next month when the report comes back from EH&S for further discussion.

Kai reported on the postings so far on the Health & Safety Committee bulletin board. Barney asked if having the UWB H&S bulletin board in UW1 covers the requirement for having departmental bulletin boards. Amy reported it’s ok, but there could be department-specific boards. Dave suggested noting other boards as not official.

Building director and floor supervisor training was recently held according to Ken. He noted that due to some name changes in positions and processes, some additional training was required to get people to understand the NIMS procedure. He said that additional training will take place in July.

Dave and John reported that the inspection of compressed gas cylinders on campus had taken place with Dave noting that no deliveries should be to the mail room and John noting improvements to labs. Question and discussion about “rogue” tanks on campus. It was suggested the committee put forth guidelines about gas cylinders on campus; continued discussion about written policy/enforcement/penalties. Question if there is a budget for cylinder storage bins – waiting on budget; table to next meeting.

Ken noted that building evacuation and emergency signage is a work in progress.

Agenda items V. (b), V. (f), and VI.(a) were moved to next month due to time constraints.

**New Business:**

Amy noted the First Aid/CPR kits have been looked at campus-wide; this item was tabled to next meeting for in-depth discussion.

It was noted the September U-Wide meeting will be held here at UW Bothell campus; Dave noted that in the past the U-Wide committee has van-pooled to our campus. It was strongly suggested that the U-Wide committee show support for the UW U-PASS transportation program by taking the Metro 372 bus to our campus.

Deborah asked all members to think about topics/speakers for September meetings forward. She also reminded committee members to share what they learn in the committee meetings with their co-workers and to ask for topics/speakers and questions from them as well. She asked to have the questions emailed to Ken and her.

**EH&S Safety Manager Report:**

Dave said it short and sweet – “Charles Easterberg”.

**EH&S Guest:**

Charles Easterberg, University of Washington, Environmental Health & Safety, Campus Sanitarian, gave an interesting presentation on foodborne illnesses (formerly called food poisoning); he also explained his job and answered questions from committee members regarding food safety on our campus.

At 11:00 a.m. Deborah called for a motion to extend the meeting 15 minutes for Charles to complete his presentation. Motion was made, seconded and passed.

**Next Meeting:**

The next meeting will be Tuesday July 8, 2008 at 1000 hrs., UW1-103.

Due to the increase in committee members our new meeting location will be in UW1-103 from now on.

**Adjournment:**

The meeting was adjourned at 11:16 a.m.