

UW Bothell
Health and Safety Committee
Meeting Minutes
February 12, 2008

Agenda:

I. Call to Order

The meeting was called to order by Deborah at 10:00 am.

II. Members Present

Deborah Conley-Staerk, Ken Jones, Raoul Evans-Ramos, Judy Gustafson, Barney Harvey, Clay Horton, Dave Leonard (ex-officio), Kai Martin, George Michael, Amy Van Dyke (ex-officio)

Members Absent

Christy Cherrier, Armin Liedtke, Janet McDaniel

III. Approval of Minutes

The minutes were reviewed by all; a motion was made to approve the minutes – seconded and accepted. Judy brought up that there are missing minutes on the web and suggested noting if no meeting was held or no minutes taken. Agendas should be posted.

IV. Election of Chair

Question by Ken if ex-officio members could be elected chair; discussion of elected and appointed members vs. ex-officio (“not a [voting] member of the committee”). Motion made and seconded for Deborah and Ken to be co-chairs for the coming year - approved.

V. Election/Appointment of Recorder

Christy had earlier volunteered to continue to be the recorder; Kai will continue as back-up when Christy is absent.

VI. EH&S Representative

Discussion of Craig’s email about attending the monthly University-wide Health and Safety Committee meetings; Dave noted again that any participation is welcome – he is attending the 2/13 meeting and is offering to carpool. Judy said she could attend occasionally when others not able to attend.

VII. Meeting Day and Time

Discussion; to remain the same day and time – will revisit later as needed.

VIII. Area reports

Barney reported on the resolution of issues with the ash cans by the bus stop. Question if stair re-coating is in the budget; Amy reported it is a minor repair and not an operating item.

Discussion of North Creek Events Center decks and stairs.

Amy explained she receives handwritten accident reports and then enters into OARS. She distributed copies of the January-February 2008 accident reports –committee members reviewed and discussed. Raoul sent out kudos on the quick response to a near miss slip. It was recommended that all campus elevator doors be timed to open/close the same. It was noted that there is usually more information than is written on the non-employee incident forms. Question about process if a non-employee wants to file a claim. Dave noted over half of accidents on campus are slips/trips/falls. Raoul asked if the committee could also review December 2007 reports.

Question and discussion about OSHA reports.

IX. Open/Old Business

a. Nothing to report on the issue of slippery crosswalks.

X. New Business

a. Discussion of how to communicate that calling Security and Campus Safety first is the best way to deal with an emergency - an Nball was suggested. Discussion of an incident involving a delay of calling Security and Campus Safety; it was suggested that an officer speak to the department about their emergency policies. The EOP and EMP are still in process.

b. Distribution of the proposed cell phone screen saver.

It was suggested that the co-chairs invite the Chancellor to attend our next meeting.

Discussion of budget; call for members to email Judy suggestions for budget requests.

XI. EH&S Safety Manager Report

Quick report due to time constraints.

XII. Next Meeting

Tuesday March 11, 10:00-11:00 am, UW1`-192

XIII. Adjournment

The meeting was adjourned at 11:25 a.m.