

UW Bothell
Health and Safety Committee
Meeting Minutes
November 13, 2007

Attending:

Deborah Conley-Staerk, Pam DePriest, Kai Martin, George Michael, John Egdorf (union rep), Barney Harvey (appointed), Amy Van Dyke (ex-officio), Dave Leonard (ex-officio)

Absent:

Christy Cherrier, Clay Horton, Ken Jones (appointed)

Call to Order:

The meeting was called to order by Deborah at 10:05 a.m.; it was noted there could be no votes due to the number of attendees...however, Pam arrived late and votes could then be conducted. The October minutes, agenda, and other info as noted below were distributed.

Minutes:

The minutes were reviewed by all present; a motion was made and seconded to accept the minutes.

Area Reports:

Amy - Follow-up links to incident report forms

Reported that links to the Accident/Incident reports have been updated and are now on three pages; also links to a students and visitors form. She will update the links from the Seattle campus.

Deborah – Follow-up regarding the six propane tanks in LB2 lower level storage area

Reported that the Bothell Fire Marshal was to be on campus Friday 11/16/2007 to check on the safety of the tanks being stored there

- Bike in front of Library

Reported that the bike owner was compliant and has moved his bike – bikes should be outside. She noted that there is a separate WAC for the Bothell campus regarding bikes, which states that if “campus personnel” give permission a bike maybe in a building; discussion of “campus personnel” term in the WAC took place and Dave said that he will bring it up with the Seattle campus and give some info.

- CCC Safety Meeting (accident & budget).

Deborah reported on the 10/29/2007 CCC safety meeting. She informed the group that a crosswalk incident involving a CCC pedestrian and a UWB driver took place and that due to the incident CCC will implement a flag system, as shown on the crosswalk safety handout.

She also told the group that Ken had instructed the officers to increase patrols on the crosswalks and to emphasize citations instead of warnings as necessary.

- Vehicle safety

She commended Barney, John and all of Facilities for the progress made in getting the “Gators” set up with rear stop lights and turn signals and for seeing that drivers are using the equipment.

John – Reported Facilities has a new saw with an impressive stopping device which is designed to stop prior to a person being injured. He also informed the group that UWB increased lighting in loading docks.

Open/Old Business:

All reviewed the Crosswalk Safety flyer; discussion.

Deborah noted if a Metro, CT or Sound Transit bus is seen to do a rolling stop or not stop at a crosswalk, the officers contact their dispatch and it goes on the driver's record. It is more effective and rider friendly to contact the respective dispatch than it is to cause a bus load of passengers to be late and possibly miss transfers.

Deborah also noted the injured party is the one to fill out the A/I report. Discussion of train-type and other signal styles at crosswalks. Dave noted Tacoma's handling that issue.

New Business:

Status of EOP – Moving; should expect some time.

Handouts – Duplicates of the handouts from the City of Bothell's emergency preparedness event held at the North Creek Event Center were distributed to the group. The handouts included a directory to emergency and recovery resources and reactions to an event or loss.

EH&S Safety Manager Report – Dave Leonard:

Dave reported the UWide meeting is Wednesday 11/14. There will be EH&S supervisor training classes in January 2008; Dave noted in 2004 he wrote the emergency information handout for all campuses.

Next Meeting:

The next meeting will be December 11, 10:00-11:00 a.m.

Adjournment:

The meeting was adjourned at 11:00 a.m.