FS Safety Team Meeting Minutes  
FS Training Center  
Tuesday, December 18, 2018  
10:15 a.m. - 11:45 a.m.  

Minutes: Chris Pennington  

**Attendees:** Tracey Mosier, Chris Pennington, Ron Fouty, Jim Bushnell, Anne Donegan, Mark Dickey, Chris Chizek, Rex Corpuz, Alfonso Escobar, Drew Arvidson, Mingizem Mekuria for Area D, Daniel Jung, Katie Kadwell, James Hardwick, Mark Hash, Mike Hendrickson, Lance Hendrix, Joe Lo Area G, Gabrielle Moats Area B, Joseph O’Conner, Tom Pittsford, Mark Pekarek, Joles Tahara, Natalie Daranyi & Scott Nelson - EH&S  

**Absentees:** Stephen Deyesso, Reynard Cruz Area E, Jeff Angeley, Chris Forbes, Joe Grojean, David Jerauld, Geoff Hallett, Hassan Guyo, Patrick Johnson, Leigh Kiernan, Sterling Luke, Curtis Nilson, Michael Nguyen, John Salvesen, Sean Potocsnak Area F, Shannon St. Clair, UWPD, EM  

**Introductions:** Drew Arvidson is representing Shop 10 Grounds as Katie steps down. Jim Bushnell joins FES Safety. Stephen Jackson has left the university.  

**Review of November Minutes:** no changes.  

**EH&S Report** – Natalie shared the new Fall Protection program on the EH&S website to the Team. Note the Fall Protection Work Plan link on the right sidebar. Helpful tool regarding Safety Watch and Safety Monitor. You can click directly into the Fall Protection safety program. At the start of the 2019, Natalie will be integrating these new features into the fall protection training. Definitions for authorized, qualified, and competent person are all included. These are covered at the beginning of each section in “Roles & Responsibilities”. Natalie asked all to review it and provide feedback to EH&S as this is a living/breathing document. Tom asked if there is a designated person for prevention by design/design review for the new buildings. EH&S has a much more limited role than in the past, and Facilities may need to have a position to lead this program. After the meeting EH&S provided clarification to Tom’s question: “EH&S still has design review services for capital and non-capital projects, however our support of safe access and design review process will now be provided as a consulting service rather than provided through an integrated approach as an assigned member of the project team. Please continue to request this service through Scott Nelson (Capital Projects Design Review Section Lead) and he will coordinate the request with the appropriate EH&S professional staff.” There was mention to revise fixed ladder information in the Ladder Safety training.  

**UWEM:** no representative, no report.  

**Finance and Facilities Safety Committee:** Chris reported out on the November meeting. The Access Technology Center’s Ergonomics showroom in Mary Gates room 064 is available to all faculty/staff/students to test ergonomic friendly chairs, desks and other office equipment.  

**January Monthly Safety Topics** (only reference the topics relevant for your shop and go in depth)  

- **Hospitable Workplace:** Using the Stop Work card is showing you care about your coworkers.  
- **Accident Reporting/OARS:** Lance stated that we should report everything, even those incidents that may only require a Band-Aid. Near misses/near hits reporting are huge to help us avoid a more serious injury. Report within 24 hours. If someone goes to ER, call Facilities Safety or EH&S if you can’t reach anyone in Facilities Safety. Definition of ‘admitted’ means actually assigned a room and staying the night. L&I must be notified within 8 hours if this occurs. Secure
the accident scene as L&I will come to investigate. If you have to disturb the scene for safety or security reasons, take many pictures from many different angles and distances before disturbing the scene.

- **Driver’s License Verification:** Employees are required to have a valid driver’s license to drive a University vehicle. If an employee’s license is expired, suspended or revoked, they are required to notify their supervisor immediately. Supervisors shall visually verify employees’ driver licenses and notify UW Facilities HR immediately.

**Review of October & November Accident Reports:** (Incorrect link to the October OARS reports included in emailed Safety Team agenda and reminder email so will review this month)

2018-11-060: It’s ok to use personal bikes to get around campus while working. Similar to it is ok to use your personal vehicle.

2018-11-079: Preserve evidence and bring to physician to rule out exposure. Anne D asked about chemical exposures and preserving evidence. Chris teaches this in HazCom to have Safety Data Sheet (SDS) handy or access MyChem for SDS to provide to first responders or medical personnel if an exposure has occurred.

**New Business:** Joles, Lance Hendrix and Phil went out to assess the area of concern where vehicles are exiting Alder/Lander mentioned in November’s meeting and it has been decided to paint the curb red and install no parking signs for vehicles, as well as a stop sign for exiting traffic.

Regarding the issue with Uber drivers stopping in middle of main streets to pick up passengers, Joles forwarded the Team’s concern to the Commute Options team.

Mark P asked if EH&S will get another Ergonomist. No is the answer but Angie Haggard has an online self-evaluation tool for office ergonomics and there is an option for fee-for-service for one-to-one evaluation.

Mark P mentioned that the homeless encampment on backside of PSB on west side of B-G trail was cleared out yesterday. Kudos to UWPD and SPD.

Tracey mentioned that no one attended the BBP seminar offered at the Safety Symposium on Nov 28th. Tracey feels we should call it “Cleaning up needles, bodily fluids”. Joles asked if a specific training can be provided in addition to BBP. And a better process for escalation. Calling Sterling for all these smaller issues is not realistic anymore. The Exposure Plan is what Tracey is working on with Judy Cashman.

Chris C. mentioned an employee in Power Plant who is visually impaired and nearly fell in pothole near bus stop. Advised to report as ‘Area of Concern with EH&S and call CC to generate a work order and mention it is a Safety issue to escalate processing of the work order.

Lance asked about area of concern near Burke-Gilman trail crossing on Brooklyn and Joles said send it to UCommute to have the reports to drive change. Also suggested by Joles is to contact Seattle utilities to install more illumination such as blinking crosswalk pads, pedestrian crossing flags, etc.

Safety Symposium feedback: what prevented participation? Work, more advanced notice needed. Suggestion to send schedule at least a month in advance. Other suggestions: have it in summer, maybe split over two days in two different times of the year, provide shuttle service. Facilities Safety received good feedback from feedback forms. Joles stated that she wanted to know how the material at the symposium will be added. Tracey stated it will be incorporated into the required trainings provided for Facilities employees.
UWPD Report – no representative, no report.

Meeting adjourned at 11:45 a.m. Next meeting January 29, 2019

October 2018 Accident Reports

November 2018 Accident Reports

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