FS Safety Team Meeting Minutes  
FS Training Center  
Tuesday, January 29, 2019  
10:15 a.m. - 11:45 a.m.

Minutes: Chris Pennington

Attendees: Chris Pennington, Anne Donegan, Chris Chizek, Rex Corpuz, Alfonso Escobar, Jasmine Arvidson, Reynard Cruz, Joe Grojean, Geoff Hallett, Mingizem Mekuria, Jeff Angeley, Joe Lo, Gabrielle Moats, Joseph O’Conner, Tom Pittsford, Mark Pekarek, John Salvesen, Shannon St. Clair, Joles Tahara, Steve Charvat – EM, Scott Nelson - EH&S


Introductions: Jeff Angeley attending for the first time representing the CPD Department of UW Facilities.

Review of December Minutes: no edits

EH&S Report – Scott Nelson mentioned that discussion is happening about how EH&S will interface with UW Facilities (specifically, LOTO, Regulated Materials, etc.) going forward. Adrian Santos, fire and life safety coordinator is leaving EH&S. His responsibilities included the fire & life safety surveys, evacuation drills, fire extinguisher training and evacuation warden training. A new industrial hygienist, Brett, has joined the Occupational & Fire Safety staff. Brett will be doing air quality assessments, among other duties.

UWEM: Steve Charvat reported that campus has had two winter weather advisories, a state-wide 911 outage, a world-wide email bomb threat, student suicide, shots fired off campus, a multiple building CAAMS snafu and measles outbreak in Clark county. A procedure for how to get people in/out of a building when the building is locked is under review. The SafeZone app was mentioned and Chris P. stated we will have a guest speaker to demonstrate it at the February Facilities’ Safety Team meeting.

Finance and Facilities Safety Committee: no report

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

- Safety Hazard Review & Checklist: It is necessary to review all your shop’s HRCs and JHAs annually. Anne demonstrated to the group where to find the FS safety manual and how the HRCs are listed. Joles asked if a JHA is required. The regulations (WAC 296-800-110, 296-800-160) state that there has to be documentation that hazards are identified and how to protect employees from exposure. Joe Grojean, Hazard Assessment Coordinator for Maintenance & Construction (MC) stated that the HRC form will be updated very soon. Mark P. noted that if you can’t find an HRC specific to your job title, try looking in other trades listed because multiple trades have similar tasks.

- Vehicle Accident Reporting: John S asked if we call CEI in the event of an auto accident, what is the insurance # to give? There is no specific number, according to Joles. State you are driving a UW vehicle. If you call 911 while on campus, it should go to UWPD but if it does not, tell the dispatcher you are on UW campus and they will transfer you to UWPD. Address injuries first. Get all the necessary info from other involved parties, inform your supervisor of the incident and
fill out an OARS report. For more information go to https://facilities.uw.edu/catalog/vehicle-rental/reporting

- **Reporting Safety Hazards:** All employees must report unsafe conditions and unsafe work practices to their Supervisor or Manager [Stop Work Program (yellow card) protocol]. The goal is to keep all UW and contractor employees, staff, students and visitors from unsafe situations. A brief conversation on the new Husky Pause card was held. It is assumed supervisors who have not already done so, will be introducing it during their February shop meeting.

**Review of December Accident Reports:**

2018-12-021: Concern about employees cleaning up the spill and disposing of contaminated materials into the regular waste stream. Call EH&S spill line. Joles asked who do we call if it’s a spill ‘off-campus’ (UW Tower)? Scott Nelson, EH&S, recommended the EH&S spill line. Rex Corpuz, Shop 35 Supervisor says that all their vehicles have spill kits onboard to be used when working in a mechanical rooms.

**New Business:**

Joe L mentioned that a piece of computer equipment has been left on the loading dock of Mary Gates and been there for two weeks. Whom to call to have it removed? Contact your supervisor, the building coordinator or EH&S, especially if it blocks egress.

Scott Nelson reported that two slip-trip-fall incidents occurred on the Stores ramp in January. OARS reports were submitted and will appear in the January OARS reports. Scott Nelson noted Sterling has pressure washed the ramp. It was determined the deicer that thawed/refroze, contributed to the slips. EH&S has recommended using sand in the future.

Jasmine asked is there a list of where the defibrillators are on campus. Diana Zumba in EH&S maintains the list and database, per Scott Nelson. PulsePoint is an app that tells where the nearest AED is wherever you are in Seattle.

**UWPD Report** – no representative, no report.

Meeting adjourned at 11:15 a.m. Next meeting February 26, 2019

December 2018 Accident Reports

December 2018 FA Health & Safety Committee Group 2 Minutes