Health & Safety Committee
Finance and Facilities Group #2
Meeting Minutes 07/14/2016

<table>
<thead>
<tr>
<th>Chair: Chad Cook</th>
<th>Cook</th>
<th><a href="mailto:chadcook@uw.edu">chadcook@uw.edu</a></th>
<th>Research, Accounting &amp; Analysis</th>
<th>Present</th>
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</thead>
<tbody>
<tr>
<td>Co-Chair: Sterling Luke</td>
<td><a href="mailto:sterlin@uw.edu">sterlin@uw.edu</a></td>
<td>Facilities Services</td>
<td>Present</td>
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<tr>
<td>Andrea</td>
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<td>Creative Communications</td>
<td>Absent</td>
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<tr>
<td>Jeff</td>
<td>Mellema</td>
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<td>Purchasing</td>
<td>Present</td>
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<tr>
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<td>Student Fiscal Services</td>
<td>Present</td>
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<tr>
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<td>Facilities Services</td>
<td>Absent</td>
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<tr>
<td>Paula</td>
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<td>WFSE</td>
<td>Present</td>
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<tr>
<td>Suzanne</td>
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<td>Internal Audit</td>
<td>Present</td>
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<tr>
<td>Mark</td>
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<td>Facilities Services</td>
<td>Present</td>
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<td>None Listed</td>
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<td>Records Management</td>
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Additionally attended: Elizabeth Cherry, Ron Fouty, Chris Pennington (attended for Tracey Mosier), Angie Haggard and Emma Alder, both of EH&S.

Substitutes: Michelle Mazzei for Andrea Moncada

Introductions: Chair Chad Cook started the meeting at 11:02a.m. Chad introduced guest Elizabeth Cherry. It was noted there was a quorum.

Approval of minutes: Minutes for June were approved. Jeff motioned, Paula seconded.

Elizabeth Cherry shared that she is covering two positions right now. Board of Regents meetings in full swing, second Thursday of each month. Ana Marie Cauce requires a safety message presented at beginning of every meeting. Paula asked what safety data is presented. Elizabeth said they share from Safe Campus report on student safety (sexual misconduct, violence), employees (time loss, OARS) and patient safety. Elizabeth stated her interest in attending our meeting today was to see how we view the data and what we do with it.

Sterling asked how incident rates captured for visitors and summer camp groups. Emma said it depends on the group if OARS reports are filed. Intercollegiate Association knows about OARS for their employees but for volunteers, not known.

Chad asked what FS Financial Services was and what the employees do in this group that the stats reflected 123 restricted work days. Emma wasn’t sure but thought it included Moving & Surplus too. Tracey Mosier to verify. Emma clarified for the group why we do rates instead of counts for incident reporting statistics.

Emma clarified recordable vs non-recordable claims. Chad asked Elizabeth about how premiums determined. She said L&I determines base premiums on a 3 year rolling average, so she says it takes us 4 years to get over a particularly bad year.

The Committee appreciated the Accident stats report for HSC-2 from Emma and Angie.

UWide Health and Safety: Chad included info for us to review regarding Task Force on Health & Safety Governance.
F2 Accident reports review:

2016-06-013: Paula asked about root cause and no supervisor comment since none listed. Emma and Angie will pursue it with Supervisor.

2016-06-015: Mark Dickey brought up 5 feet when pressure washing but Committee feels wear safety glasses always when pressure washing. Ron F suggested face shields as well whenever pressure washing. Paula suggested Motor Pool provided disposable face shields at the carwash for use since most employees don’t have their own face shield.

2016-06-052: Emma said still investigating this incident. Ron F said this occurred in the HUB and it is a dial operation so that it is difficult to ‘LOTO’ this particular area but using a specified tag, with similar locking method, for safest way to work in the area. Mechanic working on a fan, taking word of electrician that it was de-energized. There was a time-lapse of approx. two weeks. Sterling asked about HRC for all those involved, not just the individual HRC’s. Sterling asked about protective gloves, if they were used. No one knew at this meeting. Paula mentioned that it sounds like we need locks for all the different types of systems here. Ron clarified specifics of this incident to the Committee.

Angie mentioned that we are noticing an increase in reporting by Transportation Services in OARS. Due to Jon Massey encouraging reporting by his employees.

Sterling made mentioned of Jay Sedivy’s Transportation newsletter and good information for crosswalks, campus changes, etc.

2016-06-016: Sterling asked about this. Human error involved in this one. Ron F made mention this thankfully had a good outcome and good reporting of a near miss. Sterling shared that inspecting equipment essential.

Group Reports:
EHS Report: The HSC2 stats presented and discussed.

Facilities Services: Sterling reported about Safe Driving, current driver’s license, accident reporting, etc. BSD ergonomics evaluations: dumpsters (not leaving them open). Mark Dickey stated that they are working with some engineering students about new tools for opening dumpsters easier.

Creative Communications: Michelle Mazzei reported on C2’s Health & Safety Lean board & shared visuals with Committee. Floor Warden training going well. Annual fire drill training will occur once all tenants moved in.

Student Fiscal Services: Bad smells still coming in building. Not much to be done since it’s an open building.

Internal Audit: Reported that their group attended an excellent Floor Warden Training.

Purchasing: no report

Research Accounting & Analysis: Chad reported that they have orange flags to put next to needles in the alley outside their building. Also, a security camera bid has been initiated and in negotiations, hopefully finalized by 7.25.16. This would be for between Roosevelt Commons East & West buildings. Additionally, it has good night vision of the alley between the two buildings. Estimate was from Specific Fire.
Union Rep: Paula Lukaszek reported that her understanding was that the workers’ concerns with the Clark Hall scaffolding were correct. There was no further discussion.

CPO: Ron Fouty reported about the Burke-Gilman. It is very close to completion and reopening. Moore Hall Annex demo permits available soon, and work will begin. Sterling wanted to know if concrete will be recycled, Ron says ‘yes’.

The meeting was adjourned at 12:02p.m.

Next meeting: 08/11/16 11AM, at the usual location: Gerb 26

Cc on quarterly email:
Elizabeth Cherry       Jude Van Buren
Charles Kennedy       Chris Malins
Ann Anderson          Richard Cordova
Sue Camber            Ron Fouty