

Group 2 Health & Safety Meeting Minutes
12/21/2023 – Teams Meeting

Attendees: Aaron Brantley, Brett Magnuson, Cesar Escobar, Chris Pennington, Derek T. Martin, Eric Broekhuizen, Ken Clark, Kurt Cooper, Kyle Kulenkamp, Nigel Horton, Nick Fraser, Norman Kwasinski, Paula J. Lukaszek, Sonia Honeydew, Tracey Mosier.

Absentees: Alison Robinson, Anne Donegan, Austin Davis, Clayton Brainerd, Erin McKeown, Eshak Zakhary, Joe Grojean, Mariann Thompson, Mark Pekarek, Mike Crain, Mike Nguyen, Peter Bakkedahl.

Key: Voting attendee, counts towards quorum-Eight (8) need to be present either in person or on phone/Teams/Zoom.

Recorder of Minutes:

Call to Order

The meeting was held via Teams and called to order at 11:02 AM by Brett Magnuson, Co-Chair Group #2 Health & Safety.

Attendance/Quorum

- Quorum not met at the beginning of the meeting. Achieved at 11:08 AM.

Safety Moment

- Ken Clark provided safety moment, neighbor was climbing on roof to install Christmas lights. Ken provided ladder for a safer installation.

Review of Last Meeting's Minutes

- Chris – update to open house to include “safety”.
- Norm motioned to approved November minutes with addition from Chris, Eric B seconded. No abstains or nays in the approval.
- November meeting minutes approved.

UW-Wide Report

- Brett reporting out, compliments to Sonia as they reported on each group and a synopsis from each group and what they learned over the last two years.

Review Action Items

- Elections completed and roster filled for HSC-2 2024-25.
- Motion to move on from action items: Derek motioned, and Aaron seconded.

Group Reports

- Asset Management/Real-estate (Brett and Nigel): Nothing to report.
- BI/IT (Nick Fraser and Ceaser Escobar): Nothing to report.

- BSD (Aaron Brantley): Brought in new security staff to help with central parking garage and ~~Caine~~Kane ~~H~~hall, Odegard, Meany hall. Derek also sees massive improvement of the areas.
- CEUO (Kurt Cooper): Nothing to report.
- F&A (ESHAK ZAKHARY): Nothing to report
- M&C (Norm Kwasinski):
- RMO (Alison Absent): No report
- Transportation Services (Derek): Vehicle was damaged and OARs report was filled out on second shift and be aware of where you are parking.
- UW Safety (Tracey): Safety focus for 2024 will be divided into four quarters based on OARs information and will have a focus each quarter. Q1 will be on ergonomics, Q2 on vehicles, Q3 slips trips and falls, Q4 contact with an object. Will see if there is an influence on incoming OARs reports and a reduction.
- Washington Federation of State Employees (WFSE Paula Lukaszek): Still has concerns around central parking and everyday occurrences of having to clean up ~~after~~ human waste. Suggested additional person to help out with this issue. ESL or computer may be an issue for filling out ~~tr~~ OARs. Safety suggested employees should fill these out with their supervisor and could report out each week, instead of incident. BSD also indicated they met with staff to indicate they are here to help and supervisors will help in the process.

OARS Reports

2023-11-

- 001 – Employee eye got debris in it
 - PPE is designed for this work, needs to be used correctly.
- 007 – Employee witnessed person breaking into car ~~and at~~ Benjamin Hall
 - Area is very dark this time of year, ongoing survey about getting additional lights for visibility and deterrence. Damage in the tire resulted. Also noted the lift gate was not in the correct position, should be fully up when traveling. Cement block should have high visibility paint.
- 013 – Employee's twisted ankle
 - Comments still need to be filled in. Interesting to know if there is a trip hazard in the location. Grinding is possible.
- 040 – Employee hurt their lower back
 - Should not be lifting and shaking the hose, instead they should use bar and chain to counter balance the weight. Also, 2 people would be better to shake it out. Norm talked about strategies to make it easy to clean out.
- 050 – Employee eye got debris in it
 - Needed medical attention. PPE needed.

- 058 – Employee had a near miss with an exposed wire
 - Good call to test the line to see if it was live and flagged as safety concern.
- 059 – Employee had a near miss with exposure to used needles in surplus from Harborview
 - Need to check items before sending to surplus. Make sure to refresh training so correct material sent and not items that should not be sent.
- 060 – Employee’s vehicle was side swiped by a truck
 - No comments
- 065 – Employee hand pain
 - No comments
- 080 – Employee injured falling on stairs
 - Making sure to use the handrail when going up and down, this is a secondary safety mechanism to help people from injury.
- 081 – Employee rolled their ankle (sic)
 - This was an ankle. Nothing really unsafe about the spot, may have been in a hurry.
- 085 – Employee injured using a ladder
 - Could have used lubricant, scaffold, or lift to mitigate the issue. If a lot of force needed, a ladder should not be used.

EH&S Report

- Sonia – nothing to add at this time, very appreciated of personnel covering for the last 2 years on the committee.

New Business

- Last meeting of the year.
- New committee members meeting next year, first meeting the expectation is to elect the chair first thing along with all the other roles.
 - Also can select sub-committee to review OARs and bring to the larger group to reduce time needed to review, thus giving a more succinct report and allow time for speakers or reducing meeting needed to meet as a group.
- Derek motioned to move on from new business, Ken seconded.
- Next UW-wide meeting is January 10, 2024
- Next HSC-2 meeting is January 18, 2024

CC: Lou Cariello, Vice President of Facilities, UW Office of the President
 Clayton Brainerd, Partner Resource Analyst, UW Facilities
 Erin McKeown, Accident Prevention Manager, Occupational Safety & Health, EH&S