

Group 2 Health & Safety Meeting Minutes
01/18/2024 – Teams Meeting

Attendees: Aaron Brantley, Alison M. Robinson, Anne Donegan, Brett Magnuson, Cesar Escobar, Chris Pennington, Derek T. Martin, Erin M McKeown, George J. Donegan, Joe Grojean, John Finelli, Ken Clark, Kurt Cooper, Mark Mayfield, Mark Pekarek, Nick Fraser, Nigel Horton, Sonia Honeydew, Tony Chiodo Jr, Tracey Mosier, Troy Stahlecker.

Absentees: Alen Neil Vernon, Clayton Brainerd, Paula J. Lukaszek, Peter Bakkedahl, Steve Tatge

Key: Voting attendee, counts towards quorum-Eight (9) need to be present either in person or on phone/Teams/Zoom.

Recorder of Minutes: Nigel Horton

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Call to Order

The meeting was held via Teams and called to order at 11:02 am by Nigel Horton, (exiting) Chair Group #2 Health & Safety

Attendance/Quorum

- Took attendance and met quorum

Introductions

- Went through all personnel and did introductions for those present.
- Nick confirmed as BIT elected HSC-2 member

Elect Chair and Co-Chair (John motioned and Ken seconded)

- Co-Chair – Alison
- Co-Chair - Derek

Elect remaining positions

- Secretary – (takes meeting minutes) will rotate on a meeting basis (Chris Motioned and Tony seconded on U-wide members will not need to take notes)
- Elections Coordinator – (fills open committee positions) George
- (2) U-Wide Representatives – (attends monthly U-Wide Meetings) Derek Martin and Tony Chiodo

Determine date/time/location of meetings going forward

- Keep the meeting schedule the same on third Thursdays at 11:00am to 12:30pm on MS Teams (Ken motioned, Derek seconded)
- New meeting invite needs to be sent out from chairs to new members

Review committee structure

- Reviewed committee structure and responsibilities

HSC resources and expectations

- Sonia reviewed resources and expectations and will share PDF of this information
 - Incident Reporting
 - SharePoint Site HSC-2, U-Wide
 - EH&S Training Page – Health and Safety Training
 - OARS Reports & Metrics
- All voting members need to take the HSC training program online, takes 45 minutes

Review of Last Meeting's Minutes

- Motion to approve minutes (Ken), seconded (Kurt)

UW-Wide Report

- No January meeting and December meeting was removed last month.

Safety focus 2024

- HSC-2 initiative for 2024. Follow up will be provided by Tracey via email with this information.
 - Ergonomics Issues
 - Vehicle Safety
 - Contact by an object.
 - Slip, Trips and Falls

Review Action Items

- Reviewed Robert Rules

Group Reports

- Asset Management: Troy – no report
- BI/IT (Nick and Cesar): Nothing to report
- BSD (Aaron): Nothing to report
- CEUO (Mark): Nothing to report
- F&A (George): Nothing to report
- M&C (Ken): It's icy out there, be careful
- RMO (Alison): Following up on irradiated water treatment and exposure, Tracy gave follow up information and Joe confirmed isotopes half life is 2 hours, and had not used cyclotron in 48 hours with no potential exposure. Vacuum was also a concern. Tracy confirmed Mike will provide a written report.
- Transportation Services (Derek): Nothing to report
- UW Safety (Tracey): Safety focus 2024 report out
- Washington Federation of State Employees (WFSE): No report

OARS Reports

2023-12-

- 002 – Employee tripped hurting her wrist
 - No comments
- 007 – Employee tripped and fell and fell on shoulder, missed days
 - Ken – person is back at work.
- 008 – Employee hurt back lifting iMop
 - Aaron – described iMop, it is a mop assist device.
- 014 – Employee had migraine from faint smell of burnt plastic
 - Aaron – should say area B health sciences. OAR’s may be out of date and needs to be updated.
 - Joe – was EHS contacted for follow up? Was forwarded per the report. Sonia can also follow up.
- 020 – Employee...
 - Not reviewed
- 026 – Employee...
 - Not reviewed
- 027 – Employee...
 - Not reviewed
- 028 – Employee...
 - Not reviewed
- 037 – Employee...
 - Not reviewed
- 038 – Employee...
 - Not reviewed
- 035 – Employee...
 - Not reviewed
- 036 – Employee noticed odor
 - Joe – trying to find odor as it is intermittent. Not sure where it is coming from or what it is. Not a sewer smell, but a metallic smell and taste.
- 037 – Employee noticed odor (same as 36)
 - See above
- 038 – Employee...
 - Not reviewed
- 045 – Employee...

- Not reviewed
- 047 – Employee...
 - Not reviewed
- 049 – Employee...
 - Not reviewed
- 050 – Employee...
 - Not reviewed
- 062 – Employee...
 - Not reviewed
- 064 – Employee...
 - Not reviewed
- 066 – Employee...
 - Not reviewed
- 069 – Employee...
 - Not reviewed
- 078 – Employee...
 - Not reviewed
- 079 – Employee...
 - Not reviewed
- 080 – Employee...
 - Not reviewed
- 085 – Employee...
 - Not reviewed
- 086 – Employee....
 - Not reviewed
- 090 – Employee...
 - Not reviewed
- 092 – Employee...
 - Not reviewed
- 097 – Employee...
 - Not reviewed

- 097A – Employee...
 - Not reviewed
- 097B – Employee...
 - Not reviewed
- 097C – Employee...
 - Not reviewed
- 097D – Employee...
 - Not reviewed
- 097E – Employee...
 - Not reviewed
- 097F – Employee...
 - Not reviewed
- 104 – Employee...
 - Not reviewed

New Business

- None
- Next UW-wide meeting is February 14, 2024
- Next HSC-2 meeting is February 15, 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