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

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
  o Incident Reporting
  o SharePoint Site HSC-2, U-Wide
  o EH&S Training Page – Health and Safety Training
  o 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.
  o Ergonomics Issues
  o Vehicle Safety
  o Contact by an object.
  o 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**
• 002 – Employee tripped hurting her wrist  
  o No comments

• 007 – Employee tripped and fell and fell on shoulder, missed days  
  o Ken – person is back at work.

• 008 – Employee hurt back lifting iMop  
  o Aaron – described iMop, it is a mop assist device.

• 014 – Employee had migraine from faint smell of burnt plastic  
  o Aaron – should say area B health sciences. OAR’s may be out of date and needs to be updated.  
  o Joe – was EHS contacted for follow up? Was forwarded per the report. Sonia can also follow up.

• 020 – Employee...  
  o Not reviewed

• 026 – Employee...  
  • Not reviewed

• 027 – Employee...  
  • Not reviewed

• 028 – Employee...  
  • Not reviewed

• 038 – Employee...  
  • Not reviewed

• 035 – Employee...  
  • Not reviewed

• 036 – Employee noticed odor  
  o 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)  
  o 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