

UW Facilities Safety Team Meeting Minutes
Hybrid: In-Person & ZOOM

Tuesday, April 30, 2024

10:15 a.m. - 11:45 a.m.

Minutes: Goldie Johnson

Attendees: Tracey Mosier, Chris Pennington, Ron Fouty, Grant Backman, Ryan Balkcom, Jason Beatty, Dave Bomengen, Olynthia Chancy, Jeff Dale, Kellie Dean, Mark Dickey, Anne Donegan, Alfonso Escobar, Chris Forbes, Matthew Gay, Goldie Johnson, William Mansfield, Michael Nguyen, Mark Pekarek, Joe Schindler, Matt Phelps, John Salvesen, Shannon St. Clair, Nate Whittaker, Jeff Wilcox, Han Yoo, Officer Anthony Stewart (UWPD), Chris P reported for EH&S

Absentees: Roman Ariri, Thomas Bain, Robert Bale, Kurt Cooper, Michael Crane, Greg Dillingham, Daniel Eden, Joe Grojean, Alex Hodgson, Katherine Huebl, Nick Jenkins, Leigh Kiernan, Dave Lawson, Joe Lo, Rezene Mebrahtu, Gopal Narayanan, Jon Simmons, Todd Tracer

Meeting Moderator: Chris Pennington

SAFETY MOMENT: Tracey reported that L&I sent out an investigation report about someone who was injured by a tire that exploded when putting air into it. Reminder to not overfill tires. Check your tire pressure, get a pressure gauge or go to a tire shop.

Ryan shared an incident at outside grounds of the Burke Museum area where UWF staff felt unsafe and went to their truck to get out of the area. There was an aggressive interaction and communication with a pedestrian/non-staff person, and staff got back in their truck to stay safe.

Introductions: Two new attendees were introduced: William Mansfield from BSD Area G.

Announcements: The May Safety Team meeting is cancelled. The next meeting is June 25th.

May 6-10 is Construction Safety Week. This year's emphasis is fall protection. This is a good time for shops to do an internal check. Resources are available [here](#) .

Review of March Minutes *(including Action Items from the previous meeting)*: No changes. Minutes approved.

UWPD Report – Officer Stewart reported that campus is still experiencing a high number of car thefts and auto thefts, especially in the SW Zone and east side. Reports of vandalism and safety issues in Central Plaza Garage continue.

Chris asked Officer Stewart to explain when trespassing does and does not break the law. During open building hours, any occupancy is not considered trespassing except for in specific areas designated as

closed to the public, and which are very clearly marked with signage as being closed to the public. After building hours, occupancy without proper identification/access to the building is considered trespassing.

The group discussed concerns when UWF staff need to work in a building where someone has trespassed (after building hours) and how best to contact UWPD. It is quickest for staff to contact UWPD directly, as it is the most helpful way for UWPD to obtain real-time location and description information. Contacting a supervisor first can delay UWPD's ability to respond due to multiple phone calls taking more time. There was discussion about why some staff may prefer to contact their supervisor rather than UWPD directly. Some raised concerns about the number of questions UWPD will ask, and others shared concerns about feeling like the issue isn't taken seriously when UWPD is called. These concerns have been raised before and there is ongoing conversation between leadership in these areas to find solutions.

The use of the Safe Zone app was discussed as an alternative way to contact UWPD quickly without calling dispatch. You can download the app and login with your UW NetID. **Quick tips:** Don't push the EMERGENCY button – that will take you to dispatch. Use the HELP or FIRST AID button, depending on your need. If you are interested in training, let Chris know.

There was discussion about how UWPD and the contracted outreach worker connect with unhoused people on campus. UWPD will offer help, but the person must accept the help. If help is accepted, they are put in touch with the outreach worker and then connected with additional support resources in the community. The outreach worker is available during regular business hours. After hours, there is a crisis support team that can be contacted by UWPD.

In hiring news, UWPD recently hired five additional officers. They are all currently in various stages of training.

UWF Safety Focus 2024 Initiative – Tracey shared that responses haven't been great. There have been some issues with people finding links and finding emails (since they come from a listserv). Tracey is working on streamlining the process to improve responses and reporting.

EH&S Report – Chris shared the EH&S report below.

1. Recruiting:
 - a. Research & Occupational Safety is recruiting a Laboratory Program Safety Manager.
 - b. Radiation Safety is recruiting a Health Physicist.
2. L&I opened one investigation:
 - a. Employees are concerned over loud construction noise from renovations in the Harborview Medical Center.
3. L&I closed out two investigations:
 - a. Employee concerns about communication related to red dust in Health Science Center B-Wing. L&I proposed no violations.
 - b. Opened with UWF related to an injury from a sheet metal cut that required inpatient hospitalization. Two serious violations were [CORRECTION PER TRACEY: There was only one serious violation] identified related to walking-working surfaces and safely storing items. UW Facilities was fined \$3,200. The shop was able to abate the hazard by installing a cut resistant curtain.
4. [AED Focus Sheet](#) and [webpage](#) have been updated with more accurate information.

5. The following documents are currently in development or being updated and will be sent to UWF for stakeholder review/comment:
 - a. Electrical Safety Program Manual (Reviewing external comments).
 - b. Contractor Safety Manual (Out for select internal EH&S review).
 - c. Hearing Loss Prevention Manual Updates (Finalizing to be released).
 - d. Asbestos Management Plan Updates (Out for internal EH&S review).
 - e. University Hazard Communication Plan Updates (EH&S internal review complete and edits being addressed before sending to external stakeholders).
 - f. Fall Protection Self Audit Checklist (Posted on EH&S fall protection webpage).
 - g. Shop Safety Program Manual Updates (Finalizing to be released).
 - h. Powered Industrial Trucks Program Manual (In development).

UWF Group 2 Health & Safety Committee – Chris P

Note: Group 2 minutes are on the same web page as the Safety Team Meeting minutes:
<https://facilities.uw.edu/partner-resources/safety>

May Monthly Safety Topics (only review the topics relevant for your shop and go in depth) – Ron

- **Alcohol & Drug Use Policy** – Reminder about the University’s drug and alcohol policy. Drug and alcohol use is prohibited at work. Violating the University’s drug and alcohol policy, including the use of drugs or alcohol in the workplace or showing up to work under the influence, is strictly prohibited and may be grounds for corrective action, up to and including termination. This can also apply to prescription drugs and medications that may impair judgment and increase the risk of accidents. For example, taking a medication that makes you drowsy. Inform your supervisor when taking such medications to talk about making any necessary temporary changes to your job duties.
- **UW Workplace Violence Policy** – We are committed to providing a safe, healthy workplace that is free from violence or threats of violence. If you experience or observe violent or harassing behaviors, report them to your supervisor and/or call UW SafeCampus at 206-685-7233. In the event of an emergency, always call 911 first. Additionally, this is a reminder that all employees are required to complete the Title IX: Husky Prevention & Response training. This course can be completed at: <https://www.washington.edu/titleix/title-ix-education-and-outreach/>
- **Laboratory Moving Out Checklist** – Reminder that before completing any work as part of a lab move out, employees should always look for and review the Laboratory Moving Out Checklist (which should be posted on or near the door) first. Additionally, do not do work that is outside of the scope of your job duties as part of a move. For example, employees who are not movers should not move lab equipment or furniture.
- **Hazard Communication** – Information about any products and chemicals you are working with should be available to you via Safety Data Sheets (SDS) and via MyChem. Everyone has access to MyChem (although only certain people have access to inventory data). If your shop wants to bring a new product/chemical on board, first get the SDS and check if any of the ingredients are on the “Dirty 31” list. If it’s not on the list, work with Chris to review additional requirements before purchasing. Never use any product without review and approval and the appropriate PPE.

Review of March Incident/Accident Reports:

2024-03-061: Concerns were raised about a 16' counter being carried upstairs. Joe Grojean has more information but was absent from today's meeting so further discussion on this report will be continued at the June meeting.

[March 2023 Accident reports](#)

New Business:

Narcan is on campus in Odegaard but that is offered by a student group and is not part of a UW-managed program and will not be provided in UW first aid kits. Tracey will inquire about drug test strips to see if that may be of value for UWF staff.

Action Items (report at next meeting):

- Review March Incident/Accident report 2024-03-061 with Joe Grojean
- Chris will follow up regarding traffic safety concerns around the Pend Oreille gatehouse intersection. Some suggestions were turning it into a 4-way stop and adding double yellow lines to prevent passing. Please send any additional suggestions to Chris.
- Chris will follow up with TS regarding traffic routing and safety issues near the Burke entrance. Would it be safer for that area to be rerouted/redirected for one-way only?
- Tracey will inquire about drug test strips to see if that may be of value for UWF staff.

Next meeting June 25, 2024