

# **Group 4 Health & Safety Committee**

March 25, 2008

9:00 a.m. - 10:30 a.m.

T-269, Health Sciences Building

## **Meeting Minutes**

**Present:** Lisa Anderson, Hall Health Primary Care Center  
Thomas Beikler, School of Dentistry  
Rita Bellanca, WA National Primate Research Center  
Laura Campbell, Comparative Medicine  
Gail Harrell Colfax, School of Social Work  
Patricia Hedtke, School of Pharmacy  
Julie Hart, School of Nursing  
Barbara Lovseth, School of Medicine  
Kathy Maher, Harborview Medical Center  
Irene Moy, Health Sciences Academic Services & Facilities  
Phil Numoto, Environmental Health & Safety  
Eshy Shahrazed, Health Sciences Library  
Stephanie Steppe, Health Sciences Administration

**Absent:** Jim Angelosante, HS Administration  
Ann Aumann, UW Medical Center  
Siobhan Brown, School of Medicine  
Ruth Del Rosario, School of Pharmacy  
Ed Farnham, HS Administration  
Tara Goode, UW Medical Center  
Charlene Karr-May, Comparative Medicine  
Rich Lee, School of Dentistry  
René Lucas, School of Public Health & Community Medicine  
Suzanne Mason, Hall Health Primary Care Center  
Cindy Moore, Health Services  
Nancy Nystrom, School of Social Work  
Alex Peck, Environmental Health & Safety  
Chuck Treser, School of Public Health & Community Medicine  
Joyce Tsuji, School of Nursing  
Melinda Young, WA National Primate Research Center

**Guests:** Michael Merrill, Environmental Health & Safety  
Denis Sapiro, Environmental Health & Safety

The meeting was called to order by Stephanie Steppe.

### **Online Asbestos Training - BETA Test Update & Demonstration**

Denis Sapiro reported that on March 6, Michael Merrill email-invited all UW Health & Safety Committee members to BETA test the Online Asbestos Awareness Training. This online training is

an alternative to the face-to-face classes that EH&S has been offering to meet L&I requirements. About 30% of the group completed the training and will receive a certificate. They were also asked to take part in a WebQ survey to comment on the training. With their valuable feedback, EH&S has revised the program to make it more user-friendly. Michael walked members through the revised program and showed them the new features. The program makes sure participants get the right answer to each question before continuing to the next question. It also requires participants to enter names of their supervisors, managers, or advisors so that they can maintain a training record of their staff.

This online training will be available to all UW employees on April 1, 2008. Denis reminded members and their staff that the training is only good for a year. **Every UW employee is required to take the training on an annual basis.** EH&S will continue to conduct face-to-face trainings once a month. Individuals can also download this program into a booklet for the training class. UW employees are free to choose the way of training they prefer.

#### **HMC & UWMC Incident/Accident Trend Analysis**

Kathy Maher gave a PowerPoint presentation on the HMC incident/accident reports for the year 2007. There were 604 employee incidents and accidents reported to the PSN (Patient Safety Net) system. Kathy presented a trend analysis based on the injury data. Common injuries were strains from patient lifts, slips/falls, and bloodborne issues.

Phil Numoto also presented the 2007 I/A reports for UWMC with an injury trend analysis. Out of the 324 employee incidents and accidents reported, strains, slips, and falls were also the most frequent injuries in the hospital.

Kathy and Phil will share their report/summary with Irene to be distributed to members on the Group 4 H&S Committee website.

#### **Harborview Medical Center Update**

Regarding L&I compliance inspection of HMC for public safety officers hazards, Denis reported that the Group 4 Health & Safety Committee has been determined by L&I to be "ineffective in practice", following a claim made to WISHA by the labor union that represents the HMC public safety officers. The labor union claimed that the last L&I compliance inspection in early 2007 was not fair. As a result, WISHA ordered L&I to review their previous inspection. During the recent inspection, HMC public safety officers claimed that they had no knowledge of the existence of the safety committee and its related activities, which include nominations and elections of employees and reporting of hazards to the safety committee. Since then, L&I and EH&S have taken several actions to make sure HMC and their staff are informed of -and in compliance with- the health and safety regulations.

L&I inspectors have started job-shadowing the public safety officers to understand the nature and hazards of their job. Last week, an HMC health & safety committee election has been reopened for

nominations. EH&S has provided training to more than 17 safety officers on the safety committee election process, health & safety compliance, and reporting to OARS (Online Accident Report System). Denis will work with William Garber, the new public safety director at HMC, to make sure their elected employees attend Group 4 health and safety monthly meetings. HMC will provide a monthly employee I/A report, together with a set of injury trend analysis to the committee. Denis also suggested that HMC provide internet access for all employees to interact with their environmental care safety team and a link to the Group 4 Health & Safety Committee website to view their meeting minutes and health and safety information.

#### **Review of February 26 Meeting Minutes**

There was not a quorum to approve the February minutes.

#### **Group 4 Health & Safety Committee Website**

Stephanie announced the newly launched Group 4 Health & Safety Committee's website at [www.group4healthsafety.org](http://www.group4healthsafety.org). This new site is a page on the Health Sciences Academic Services & Facilities departmental website. The 2008 meeting minutes and committee member roster are currently posted on the Group 4 H&S Committee page. More health and safety related information will be posted in the future. Since members will be able to print their own copies online, no further paper meeting minutes will be distributed. Irene will email members whenever new meeting minutes or key information is posted.

Stephanie distributed to members a packet which includes a postcard, a business card, and a magnetic business card providing a quick reference to this new Group 4 website. She suggested that members bookmark the URL or make it a link on their department homepage, so that all employees can access the same information. Stephanie is also working to add a link for people to ask questions and/or report general safety concerns, but critical safety issues should be reported immediately to an employee's supervisor, not to this website.

Stephanie added that the postcards and business cards have also been sent to Health Sciences administrators and management groups of both medical centers so that they and their employees can access to the same information.

#### **Sound Shake '08 Update**

Due to time constraint, the Sound Shake '08 update was tabled.

The meeting was adjourned.