

Group 4 Health & Safety Committee
October 28, 2008
9:00 a.m. – 10:30 a.m.
T-269, Health Sciences Building
Meeting Minutes

Present: Jim Angelosante, HS Admin, ExOfficio
Ann Aumann, UWMC
Paul Bentson, WFSE
Siobhan Brown, SOM
Laura Campbell, Comp Med
Gail Colfax, Social Work
Bob Ennes, HS Administration
Ed Farnham, HS Administration
Liz Kindred, EH&S, ExOfficio
Rich Lee, Dentistry
Barbara Lovseth, SOM
Rene Lucas, Public Health
Suzanne Mason, Hall Health
Michael Merrill, EH&S
Cindy Moore, Health Services, ExOfficio
Phil Numoto, EH&S, ExOfficio
Mamadou Sambou, UWMC
Eshy Shaharazad, HS Librarty, ExOfficio
Joyce Tsuji, Nursing
Melinda Young, WNRPC
Cindy Moore,

Absent: **Lisa Anderson, Hall Health**
Thomas Beikler, Dentistry
Rita Bellanca, WNRPC
Retha Hay, Employee Health
Ruth Del Rosario, Pharmacy
Robert Hamilton, HMC
Patricia Hedtke, Pharmacy
Julie Hart, Nursing
Carlene Karr-May, Comp Med
Rich Lee, Dentistry
Kathy Maher, HMC
Chuck Treser, Public Health

1. The meeting was called to order by Barbara Lovseth at 9 am.
2. Stan Wiegman, Health Sciences Academic Services and Facilities, presented the evacuation warden program. Highlights of the presentation material:
 - a. Studies show with prior practice raises survival rates in an emergency
 - b. Two guidelines UW considers in an emergency: 1) Life threatening to either humans or animals; and 2) Property damage
 - c. Dial 9-1-1; even if you can't determine whether it is an emergency or not; better to be safe than sorry; let an expert assess the scene
 - d. Every alarm is real; treat it as such-there aren't any false alarms

e. Incident chain of command will be used. Normally this would mean; Seattle Fire Department, Evacuation Director; Evacuations Wardens
Contact Stan or Nikki Peters if you are interested in a presentation/training in your area

3. Bob Ennis has officially assumed Stephanie's old position.
4. No quorum was present so minutes from September were deferred
5. The Group agreed to combine the November-December meetings due to the closeness of our meetings both the holidays. Next meeting in December will be on December 16th; traditionally everybody brings something to eat/share with the others.

6. U-Wide Safety Committee Meeting Report: Barbara Lovseth.
Mark Murray gave a fire presentation on a resident hall fire. November 2nd is time change and annual check/change your fire alarm batteries. Please check yours?

7. Incident/Accident Reports:

Ann Aumann, UWMC, reported that they have reviewed 54 PSN reports straight from the site; they were not sent by Joseph this month. Last month Ann reported that there were significant increases due to ergonomics/clicking to post data; this pattern was not seen this month, however. 14 reports were slips/falls. Neither trends nor patterns were found in the reports. Ann stated she had problems receiving comments/responses from the supervisors within the requested 10 day time limit. She spent quite a bit of time with following up the initial reports because of this. She will work with managers/supervisors and advise of the reporting time/follow-up requirements

Gail Colfax, Social Work, reported that an elevator heated to a boiling point; setting off the alarms recently. All promptly evacuated; went well.

Neither Kathy Maher, HMC, or Rita Bellanca/Chuck Treser attended the meeting so we did not received reports from HMC or on Non-HMC/UWMC subgroups.

9. EH&S Doreen Bannon is in charge of building and fire safety.
10. Phil Numato presented a comprehensive supervisor training program (which includes the mandatory asbestos on-line training also). EH&S are working on a supervisor training program under the direction of Dave Leonard, EH&S. Phil presented a list of the modules he thought should be included in supervisor training. He suggested no more than 1 hour training at a time; most modules were 5-10 minutes in length. Some modules topics included: Safety Management; Hazardous materials; Infectious agents: Equipment Management; Fire & Safety; Emergency Training; Disaster Preparedness; and Public Safety and Security.

Training Concerns discussed by the group: No budget to prepare/develop training modules; group training rather than individual training versus website training, whose jurisdiction to provide this training (EH&S or Human Resources) What training is necessary for whom? Some supervisors already feel too much is lost asking employees to attend/train as is. How to track training; that has completed and what to do if an employee (faulty/staff/student) doesn't complete?

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This committee voted to form a sub-committee to investigate and then go forth with recommendations to the UWIDE to support this training. All felt very strongly that the UW should support safety training at the top down. This has been an area neglected far too long. Sub-committee was formed with Barbara Lovseth (chair), Melinda Young, Ann Aumann, Eshy Shahrazad, Siobhan Brown, Gail Colfax, Laura Campbell, Phil Numoto and Cindy Moore. Sub-committee will review and bring forth recommendations to this committee for a plan of action to take further up administration for implementation support.

11. Barb asked for topics that members would like to see/discuss at future meetings. Some suggested topics: animal training, ergonomic, list of required training (we could take first as BETA-testers), and lab training versus hospital training versus different sites training (UWMC versus Harborview for example).

The Meeting was adjourned at 10:20pm

Next Meeting: December 16th; potluck