

**Group 4 Health & Safety Committee**  
**March 24, 2009**  
**9:00 a.m. - 10:30 a.m.**  
**T 269, Health Sciences Building**  
**Meeting Minutes**

**Present:** Jim Angelosante, HS Admin, ExOfficio  
**Ann Anmann, UWMC**  
**Rita Bellanca, WNRPC**  
**Paul Bentson, WFSE**  
**Gail Colfax, Social Work**  
Susan Colligan, EH&S  
Stuart Cordts, EH&S  
**Bob Ennis, HS Administration**  
**Ed Farnham, HS Administration**  
**Retha Hay, Employee Health**  
Jay Herzmark, EH&S  
**Liz Kindred, HMC**  
Joseph Kwok, EH&S  
**Brendon Lee, Nursing**  
**Barbara Lovseth, SOM**  
**Kathy Maher, HMC**  
**Suzanne Mason, Hall Health**  
Cindy Moore, Health Services, ExOfficio  
Phil Numoto, EH&S  
Nikki Peters, HS Administration and Ex-Officio  
**Mamadadou Sambou, UWMC**  
Eshy Shahrazad, HS Library, ExOfficio  
**Mamadou Sambou, UWMC**  
**Melinda Young, WaNPRC**

**ABSENT:** **Lisa Anderson, Hall Health**  
**Siobhan Brown, SOM**  
**Laura Campbell, Comp Medicine**  
**Daniel Chan, Dentistry**  
**Patricia Hedtke, Pharmacy**  
**Charlene Karr-May, Comparative Medicine**  
**Rich Lee, Dentistry**  
**Dima Long, Pharmacy**  
**Chuck Treser, Public Health, Elected**  
**Joyce Tsuji, Nursing**

Meeting was called to order at 9:03 pm by chair Barbara Lovseth; no quorum was present so minutes were postponed to later in the meeting.

1. Nikki Peters distributed information regarding an incident in the K wing involving a smoking centrifuge. Personnel responded with a fire extinguisher but failed to pull the fire alarm. Nikki wants us all to make sure that in these situations; **PULL THE ALARM!** This should be on of the first responses to an incident, not the last. If people need to evacuate the building, even seconds become important. Discussion followed about the extensive clean-up involved in these situations (water/chemicals).

2. Bob Ennes reported on an incident involving a suspicious package received from India, accompanied by a letter addressed to a senior administration person. Police and FBI responded; the brown substance turned out to be humus. Better safe than sorry; good reason/response.

3. Earthquake drill on April 22<sup>nd</sup>. Everyone is requested to participate in the drop, cover, and hold; evacuation is left up to the individual depts. The PA system will be used to announce the drill. PA cannot heard in AA, BB, RR.

4. René Lucas spoke about the School of Public Health's tabletop event held on March 3 with pandemic flu as the event. School of Public Health Dean, Chairs, administrators, plus SOM, University and community resources attended. The exercise pointed out that participants were unclear as to policies and procedures, did not have clear communication policy, did not know what resources were available or waited for somebody else to make a decision. The exercise was beneficial and hopefully will be repeated next year. One chair reported that it apparent that the University/school knew how to shut down operations but how to restart and move forward in business recovery was another process that all were sadly lacking knowledge/policy.

5. Paul Bentson, WFSE Union Representative, brought to the committee's attention the need for arc flash assessment. The electricians are concerned regarding the lack of guidelines regarding appropriate PPE and standard operating procedures for equipment that has not has assessments done on them. Frequently the electricians need to work on equipment where the power cannot be turned off due to critical patient or system needs; thus they are very concerned about the hazardous nature of this activity. Paul, as a representative of the electricians, was asked to bring this concern to the attention of Group 4. Stuart Cordts provided information that an adhoc committee group had been formed (Denis Shapiro is spearheading) to provide guidelines/recommendations to the electricians. Group 4 agreed that the concern was great enough and needed a quick resolution that it should be brought to the April U-Wide Safety Committee. Barbara Lovseth also agreed that she would contact Denis Sapiro to find out the status of the adhoc committee and timeline for a response to the electricians.  
ACTION: Group 4 will report this concern at U-Wide and Barbara Lovseth will contact Denis Sapiro for an update. Report back at April Group 4 meeting.

5. Review of February 2009 meeting minutes provided by Barbara Lovseth. Hexane incident report will be posted on Group 4 website. Index cards were posted by the Rotunda Cafe in response to a hepatitis incident. The minutes were approved.

6. There was discussion regarding sending thank you notes to individuals filling out good OARS report. Concerns about careful wording for positive feedback regarding the positive action that followed the incident, not for the incident. Group felt that positive feedback always helpful and encouraged safe practices. The non-UWMC/HMC IA Subcommittee will present a template for review at next meeting. Motion by Kathy Maler to do this! 2<sup>nd</sup> by Rene Lucas-so approved

7. Barbara Lovseth reported on U-WIDE meeting-took place at the UW towers 22<sup>nd</sup> floor. Item of Note: Asbestos certification each year will be from April 1<sup>st</sup> through March.

In April 2009, EH&S will roll out a revised on-line training module to the next year's certification. Currently have only about 24% compliance; our agreement with L&I is 100%.

8. Incident/Accident Reports

a) Non-UWMC/HMC Subcommittee, Rita Bellanca: February 21 incidents. Incidents of note: 1) Report from hall health that a 7 month pregnant woman fell. She was taken to ER. Slipped on a plastic lid that was left out. Good supervisor corrective action detailed in the report. Committee felt all was be done to correct the problem; 2) Grad student was bitten by a mouse. Need to send a letter to the supervisor; no report from this person.; 3) Three people fell due to icy conditions. Limited personnel to de-ice/sweep. Common sense on people's part to take more care, not hurry under these conditions.; 4) One person tripped due to a loose plate under carpet; problem repaired; 5) People stuck in an elevator reported sense of free falling. Thoroughly investigated, elevator testing done for three days, extensive interviews. Resolved. 6) Primate Center incidents involving new lift installed to move animal cages (500 pounds). Cages rolled-3 incidents reported. Straps weren't being used on cage, manufacture working with Primate Center to resolve.

Gail Colfax, School of Social Work, also reported that more blood and needles are being reported after hours in bathrooms. Question why these weren't included in the subcommittee's report? Where are these reports being sent? She indicated that the police are slow or non-responsive to incidents. This is presenting unsafe conditions for personnel next morning and also safety concern to people working in offices nearby also.

b) UWMC Incidents/Accident Subcommittee, Ann Aumann. 31 incidents reported; 1 10 bw/close call; 2 chemical/drugs; 2 cuts (not sticks); 1 stick; 4 slip trip and falls (1 ice related). Ann reports that often the supervisor reports do not contain actions/reporting on how to prevent a repeat incident in future. Stressed need for preventative action in reports. UWMC has a 10-day mandate for supervisor reporting so this makes her life much easier as supervisors are complying with this policy now.

c) HMC Incident/Accident Subcommittee, Kathy Maher. 45 incidents reported. In January there were two level F incidents (requiring hospitalization): a) a nurse deadweight tried to lift a patient straight off floor; did not wait for assistant. Required hospitalization; 2) housekeeper smelled something in a red biohazard bin and was sent to the ER with asthma/respiratory problems. Unfortunately the bin was emptied prior to investigation so substance that caused the problem never identified. There were also numerous reports of people being shocked in new operating room tunnels off the 9<sup>th</sup> street entrance. Finally tracked down cause to large stainless steel cards rolled over metal door plates through the tunnel. They were able to reproduce the shock which dropped a grad student to her knees on the floor. Corrective actions: Carts now have chains that drag. In addition a change in suggested shoes to be worn is being investigated with recommendations being made. Crocs which many people wear seem to carry electricity. Paul asked that a final report be sent to the electricians in the building

9. Bob Ennes reported that hospital loading docks on Columbia would be closed due medical center construction. The AA docks will be used. There will be a guard shack on Columbia behind F wing-only deliveries that have appointments will be allowed through. Otherwise rerouted to AA dock or sent to G/K docks. Will be hiring a dock manager to direct truck deliveries. This means more traffic on G/K docks. D dock will not be available to anybody. S1 parking will of course be impacted. The construction will also impact shuttles on Columbia; Health Science Shuttle stops will move to Pacific.

Light rail construction will begin in December. E12 parking will be severely impacted. Stadium construction will take three years to complete-much of this all depends upon the budget as to what will be done.

Meeting adjourned 10:33 am