

Group 4 Health & Safety Committee
May 26, 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
Laura Campbell, Comp Medicine
Gail Colfax, Social Work
Susan Colligan, EH&S
Bob Ennes, HS Administration
Liz Kindred, HMC
Rich Lee, Dentistry
Barbara Lovseth, School of Medicine (Chair)
Rene Lucas, Public Health
Kathy Maher, HMC
Michael Merrill, EH&S
Phil Numoto, EH&S
Nikki Peters, HS Administration and Ex-Officio
Mamadou Sambou, UWMC
Joyce Tsuji, Nursing
Chuck Treser, Public Health, Elected
Melinda Young, WaNPRC

ABSENT: **Siobhan Brown, SOM**
Daniel Chan, Dentistry
Ed Farnham, HS Administration
Retha Hay, Employee Health
Patricia Hedtke, Pharmacy
Charlene Karr-May, Comparative Medicine
Brendon Lee, Nursing
Dima Long, Pharmacy
Suzanne Mason, Hall Health
Cindy Moore, Health Services, ExOfficio

Meeting was called to order at 9:05 pm by chair Barbara Lovseth; no quorum was present so minutes were postponed.

1. Minutes for March, 2009 meeting were reviewed and approved.
2. Minutes for April, 2009 meeting were reviewed and approved with the correction to the spelling of "Marti Tinkham's" name.
3. Nikki Peters reviewed the following information:
 - a. Hazmat Incident, I Wing, 6th floor: There was a chemical spill which occurred after work hours. Three floors of the I Wing were closed as well as NE Pacific in front of the Health Sciences; Seattle Fire Department responded. Concern was expressed regarding the process of communicating information regarding the incident with both Health Sciences Administration and to the Department whose lab was involved. Bob Ennes will be following-up with the Police Department regarding this process.

- b. Hazmat Incident Hall Health: There was hazmat incident at Hall Health, which after investigation was due a canister of mace dispersing in an individual's bag.
 - c. Custodial Services: Moving to dayshift as of June 1 [since our meeting this has been delayed until July 1]. Issues regarding this change: 1) custodial staff will no longer be available to make sure doors are locked at night, 2) timing of picking up sharps/cardboard, etc. If questions regarding this change, contact Scott Spenser.
 - d. UW Green Report: UW received an "A-" reflecting the UW's efforts towards sustainability.
4. Incident/Accident Reports.
- a. UWMC, Ann Aumann: March, 33 reports; April 47 reports. Ann is still having problems with supervisor follow-up.
 - b. HMC, Kathy Maher: April, 67 incidents. 1) One incident had a "F" Harm Score, with an individual fracturing their ankle while walking down stairs. Tread on stairs are being repaired. 2) There have also been issues with patient restraint belts; once the belts are laundered it is very difficult to fasten the belt, thus tendinitis has been occurring among the health care professionals. The belts have been referred to the product evaluation committee; for the time being they are being considered as single use items. 3) Static electricity in the tunnel going to the operating suites continues; there have been 11 incidents. Static chains have been put on carts, anti-static floor solutions have been used, and different shoes worn, but the problem still continues.
 - c. Non-UWMC/HMC Reports: the subcommittee was unable to meet, so they will do April and May reports at the June meeting.
 - d. Rich Lee requested that the meeting minutes reflect a heart felt THANK YOU for the work of the three I/A groups in reviewing all of the reports (Ann Aumann, Kathy Maher and Non-HMC/UWMC group led by Rita Bellanca)
 - e. The Non-UWMC/HMC group developed a letter to go to supervisors (see Attachment A) for I/A reports where there isn't adequate information regarding supervisor actions. Ann Aumann also liked this letter and may use it for follow-up with UWMC supervisors. The committee approved the contents of the letter. The letter will be forwarded to Barbara Lovseth and as Chair she will forward to the supervisor.
5. U-Wide Committee Report: Rich Lee
- a. Jude Van Buren, new Director of EH&S introduced.
 - b. Workers' Compensation Report by Wendy Winslow-Nason at Risk Management. Barb Lovseth will see if Wendy would be willing to give this presentation to Group 4.
 - c. Gail Colfax asked if there was discussion regarding swine flu at UWide, which there wasn't. Gail asked questions regarding whose responsibility to communicate information regarding the epidemic, i.e., is it EH&S' responsibility. It is the responsibility of King County Public Health to disseminate information regarding flu, etc. Kathy Maher indicated that this outbreak provided Harborview with an opportunity to exercise their disaster plan.
6. Paul Bentson did a demonstration of PPE equipment for electricians. Gail Colfax modeled the equipment – Thank you Gail.

Meeting was adjourned at 10:35.

Attachment A:

Date: _____

To:

University of Washington Box: _____

From: Barbara Lovseth,

Chair of the Group 4 Health & Safety Committee

Box 357650; Email: barblov@u.washington.edu

Phone: 206-685-3365

Subject: Incident/Accident (I/A) Report # _____

I write to you as the Chair of the Group 4 Health & Safety Committee. One of the responsibilities of this committee is to evaluate incident/accident (I/A) reports to determine if the cause of the incident (unsafe act or condition) was properly identified and corrected. To accomplish this task, we have a designated subcommittee that reviews each I/A report and reports back to the full committee on a monthly basis.

During the review of I/A reports, the subcommittee looks at the type of incident or accident, the possible causes, the results, the recommended corrective actions, and any follow-up that is needed. In the review of the attached report(s), the subcommittee noted that there is:

_____ an unclear description of the actual incident or accident

_____ no corrective action listed by the supervisor

_____ an unclear resolution of the incident or accident

The I/A report is a formal mechanism to document accidents and incidents. It is important for a supervisor to discuss all aspects of the situation with their employees and to take remedial action to ensure that the accident is not repeated and the work environment is as safe as possible. Because the attached report did not provide a complete picture of the incident or its resolution, the committee is not able to ascertain if the unsafe condition has been resolved.

We would appreciate it if you would review this I/A report again and clarify the missing information. Your prompt attention to this situation is greatly appreciated. You may respond by email with the updated information or return the revised report to me within the next 10 days.

The OARS website is: <http://oars.ehs.washington.edu>

If you need further clarification on how best to complete the I/A report, please contact EH&S.

Thank you,

Cc: Joseph Kwok, Environmental Health and Safety

EH&S Phone: (206)543-7262

EH&S Website: <http://www.ehs.washington.edu>

EH&S Email: injury@u.washington.edu