

EH&S Committee 6 Meeting
CMU 065
October 21, 2010 3:00pm.
Minutes by Sherri Huber

Present: Tracy Harvey, Sherri Huber, Robert Blum, John Martin, Susan Williams, Heidi Tilghman, Brenda Banks, Doug Mathews, Bev Wessel
Stuart Cordts – EH&S representative

- I. Called to order by Tracy Harvey at 3:04 pm
Minutes from September 16, 2010 meeting were approved via email.
Reviewed corrected Accident/Incident reports.
2010-07-076 > reviewed, still incomplete; Joseph Kwok will be contacted.
2010-08-067 > reviewed, still incomplete; Joseph Kwok will be contacted.

- II. Reviewed September 2010 Accident/Incident reports.
2010-09-080> reviewed, incomplete.

- III. Report from September and October University-Wide Health and Safety Meetings 2010.

In September, Rick Gleason, Environmental and Occupational Health Sciences, gave a presentation on Personal Protective Equipment (PPE) Hazard Assessment. He discussed documentation of hazard assessment for PPE and gave a description of the PPE program.

In October, Darren Branum, Safety Professional for EH&S, gave a presentation on Fire Safety. (October is Fire Safety month). A EEOP is required for each department, and an annual fire drill is required in each building on campus. EH&S provides a fire drill report form to assist departments in conducting fire drills.

- IV. Review of Health and Safety Plans

The group reviewed the Language Learning Center's Health and Safety Plan, which led to a discussion of what the review should contain. Some criteria for evaluating plan suggested by Tracy:

- Is the plan current (annual review required);
- Is the plan complete (all aspects of the current EH&S template addressed); and,
- Does the plan contain correct information for the Group Six Safety Committee (back page).

Members decided to review at least one department's plan each prior to the next meeting. Members will also contact departments to update contact list with plan info. The list for department contacts is maintained on the Arts and Science Website:

<http://collaborate.artsci.washington.edu/sites/dropbox/Shared%20Documents/Health%20and%20Safety/Introduction%20to%20Health%20and%20Safety.htm>

- V. Meeting adjourned 4:00pm.