

Agenda – March 28, 2016
Group 9 Health and Safety Committee (College of Engineering)

1. Attending

Fiona Spencer, AA
Colleen Irvin, BioE
Sean Yeung, CEE
Johnny Young for Karen Liebert, EE
Morgan Tubby, HCDE
Sheila Prusa, ISE
Tatyana Galenko, MSE

Bill Kuykendall, ME
Chris Adams, MoES
Sonia Honeydew, DO
Emma Alder, EH/S
Arne Biermans, ChemE
Tracy Erbeck, CSE

2. Absent

Michael Glidden, DO

3. Guest Speakers

Husky CERT: Aubrey Brown (President of student-run program) and Darren Branum (UW Bothell EH&S) describe Husky CERT and new staff opportunities for training

4. Group Business

- CoE building evacuations – This is a beta test for EH&S. Please give feedback for improving the process.
- Feedback on shorter FSEP template?

5. Previous Meeting Minutes

- February 2016 – amend? approve?

6. Department Incident Reports

- AA – cut up thumb along with procard, using scissors (Jan)
- AA – resin leak/spill from 3D printer materials container (not UV cured so possibly toxic)
- BIOE – a few drops of PEG-DA got in eye while cleaning 3D-printed microdevice

7. UW-Wide Meeting

- February notes attached
- March agenda attached

8. Department Updates

9. Next Meeting

- April 25th at 2pm, in CSE 128

DRAFT Meeting Minutes

Health and Safety Committee for Group 9 (College of Engineering)

Meeting Date: February 29, 2016

Attended

Colleen Irvin, BioE

J. Sean Yeung, CEE

Tracy Erbeck, CSE

Sonia Honeydew, DO

Karen Liebert, EE

Sheila Prusa, ISE

Michelle Hickner for Bill Kuykendall, ME

Chris Adams, MoIES

Tatyana Galenko, MSE

Absent

Arne Biermans, ChemE

Emma Alder, EH&S

Fiona Spencer, AA

Michael Glidden, DO

Morgan Tubby, HCDE

Guest Speakers

UW Sustainability Green Labs: Chris Toman (Program Specialist), Dalena Huynh (Green Labs Coordinator), and Chika Acholonu (Green Office Certification Coordinator).

- Overlap between environmental sustainability and safety includes housekeeping (legacy chemicals) and choosing less toxic materials.
- Labs comprise 20% of the space on campus but use 65% of the energy. Water usage and waste generation are particular areas of potential savings.
- Program began in 2012; accomplishments include Seattle City Light's Sterling -80 freezer rebate, and "shut the sash" signs for fume hoods.
- Benefits: lab recognition, free bags of coffee, help UW meet climate goals. Also, get ahead of curve, as grant process shifting to include green standards. This March, NIH and NSF discussing sustainable metrics in grant applications.
- Applications for green office and green lab are online at <http://green.uw.edu/green-certification>. Anyone with a UW NetID can apply. Application addresses energy, water, recycling, chemicals, and safety.
- Green Labs staff are available to come to any lab to help.
- Levels of certification include bronze (many can achieve without making any changes), silver, gold (most common). Recertification is annual, to bring attention to opportunities for improvement.

DRAFT Meeting Minutes

Health and Safety Committee for Group 9 (College of Engineering)

- Already in MSE, Nesac/Bio and elsewhere at MoIES. At MoIES they are beta testing green lab glove recycling.
- In addition to their chemical collection program, EH&S has a free chemical exchange program (through MyChem) that allows labs to save money, share resources, and reduce storage of unneeded chemicals:
<https://www.ehs.washington.edu/eporecycle/chemex.shtm>.

Group Business

- EH&S "Safety Committee Member" training is required for new members, and highly recommended for returning members. Gathered attendance/interest info.
- Gathered responses to UW Resilience Workgroup's request for list of units that haven't completed Husky Ready business continuity plan. It is noted that a mandate from the Dean or Provost would assist with the significant deployment of resources to complete Husky Ready plans.
- We are moving forward with batched CoE annual building evacuations, the week of 4/4. EH&S is beta testing their new plan (endorsed by the Provost) to schedule drills, which should reduce the burden on Building Coordinators and increase compliance across UW.
 - Foegle BioE evac route even longer, due to construction footprint expansion. BioE in the process of changing Evac Wardens.
- Passed around 16-page FSEP draft, which will replace 66-page EEOP template. MoIES and D.O. will complete it and provide feedback to Mark Murray. BioE, CEE, and ISE also accepted copies for review and may implement it.

Previous Meeting Minutes

- January 2016 – approved as is

Incident Reports

- ME – reduced finger along with printed part, using boxcutter (Jan). Should have used correct tool, and clamped workpiece. It is a common problem to skip clamping the workpiece, so safety officer may add signage encouraging clamping.
- AA – cut up thumb along with procard, using scissors (Jan). AA absent today; discuss in March.

UW-Wide Meeting

DRAFT Meeting Minutes

Health and Safety Committee for Group 9 (College of Engineering)

- December meeting minutes (reviewing now because we didn't meet in December)... Regarding Group 6's interest in addressing slipperiness of Red Square bricks: has anyone tried applying an epoxy coating to the bricks? ME uses an epoxy grit on shop floors (Michelle).
- No January U-wide meeting
- February meetings minutes attached
 - Election of Chair and Co-Chair
 - 2016-2017 meeting terms
 - Review of committee member elections and training
 - Group 9 shared Woodrow lab vendor safety policy (well received), and Group 9 interest in 3D printer best practices (EH&S verified Phil Numoto on task).
 - WFSE Local 1488 expressed concern that some FS groups do not have point person for questions re: scaffolding. EH&S will sort out.
 - EH&S reported that 2015 OSHA 300A summaries have been distributed for posting. Also, the Advisory Committee on Communicable Disease has been discussing Zika virus. And Elizabeth Cherry of Compliance and Risk Services is leading an effort to understand compliance concerns on campus; six compliance areas are being reviewed, one of which is Health and Safety; Board of Regents will be informed of result.
 - Potential safety projects for U-Wide committee this biennium: slippery bricks of Red Square, UW Alert System, Crisis Communications, Active Shooter training, bicycle safety on campus.

Department Updates

- ME – Michelle will share with Phil (EH&S, working on best practices/protocols) the 3D printer lessons learned 1.5 years ago: things can be much more dangerous when you scale up; weren't thinking of it as a pressure vessel; filament needs to be kept dry; this printer not off-the-shelf but made by the department
- BioE – (1) dealing with new evac route (due to construction); (2) altering Evacuation Warden organization – instead of 1-3 EW per floor, 1 EW per lab: skip the step of Lab Manager reporting to Evacuation Warden, who reports to Evacuation Director, and instead have a rep from each lab (new Evacuation Wardens) report directly to ED.
- MoIES – EH&S fire safety inspections of corridors and offices mostly (labs optional).
- ISE – reports of faculty member bit by dog in another building (no skin puncture)
- Group – how deal with bikes in buildings? Some “ticket” them with warnings. One dept removes bike and leaves facility manager's card.

Next Meeting

- March 28th at 2pm, CSE 128



University of Washington Accident / Incident Report

Report Number: 2016-01-025

Contact EH&S at 206-543-7262

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: + [REDACTED]	Email: [REDACTED]
Occupation/Position: [REDACTED]	Department: AERONAUTICS & ASTRO-
Date Reported (yyyy/mm/dd): 2016/01/07	Time of Reporting: 03:01 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: + [REDACTED]	Email: [REDACTED]
Occupation/Position: [REDACTED]	Department: AERONAUTICS & ASTRO-

Incident Details

Date of Incident (yyyy/mm/dd): 2015/06/01	Time of Incident: 9:00 AM	When Shift Begins: 8:30 AM
Campus: Seattle	Incident Location/Parking Lot: GUGGENHEIM HALL	
Room: 211G	Other:	

Incident Details:

I was cutting a separated employees ProCard up with scissors. The scissors slipped and sliced into my left thumb causing a bleeding wound.

Attachment: No

Supervisor

Last Name: WAAS	First Name: MODERAGE
Phone:	Email: injury@u.washington.edu
Occupation/Position:	Department: AERONAUTICS & ASTRO-

Classification

Level 1:
Injury requiring first aid,

Type of Incident

Injury Description: Cut, Laceration, Puncture, Scratch, Abrasion (Open Wound),

Body Parts Affected: Hands, Wrists,

Cause of Injury or Damage: Box Cutters, Knives, etc.,

Possible Causes

Equipment:

Environment:

Policies / Procedures:

Human Factors: Inattention, Rushing,

Suggested corrective action by the affected party

Use a shredder next time.

Supervisor's Comments

Root Causes:

(Please look at all the factors that may have contributed to the accident. Such factors may include equipment, environment, policies, procedures, and personnel.)

Recommendations/Preventive Measures:

Corrective Actions Target Date (yyyy/mm/dd):

Corrective Actions Complete Date (yyyy/mm/dd):

Other Comments:

EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:

Accident Summary Report

HSC 9

2/1/2016 to 2/29/2016

<i>Case#</i>	<i>Org Name</i>	<i>Job Title</i>	<i>Date Reported</i>	<i>Employee Activity</i>	<i>Supervisor Corrective Action</i>
2016-02-005	AERONAUTICS & ASTRO-	PUBLIC	2/1/2016	Resin leak/spill from 3d printer materials container. Produces a small odor. I cleaned up spill using spill kit and left in fume hood to harden and EHS pickup. The resin is UV cured in printer processing which makes it nontoxic to fish. Since the spill was not UV cured then even in hardened state it was possibly still toxic to environment. Future corrective actions, store resin container so that spout is upright.	store new and used containers with spout in the up position
2016-02-069	BIOENGINEERING	SENIOR FELLOW	2/22/2016	A few drops of a chemical (polyethylene glycol diacrylate, PEG-DA) went into the left eye, while trying to clean a 3D-printed microdevice	A sign will be posted at the door of the clean room enforcing the wearing of safety goggles. Safety goggles was already mandatory (since chemicals are being handled inside) but this way it will be more clear to future users.



University of Washington Accident / Incident Report

Report Number: 2016-02-005

Contact EH&S at 206-543-7262

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: [REDACTED]	Email: [REDACTED]
Occupation/Position: [REDACTED]	Department: AERONAUTICS & ASTRO-
Date Reported (yyyy/mm/dd): 2016/02/01	Time of Reporting: 04:54 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone:	Email:
Occupation/Position: Public	Department:

Incident Details

Date of Incident (yyyy/mm/dd): 2016/01/28	Time of Incident: Can Not Be Determined	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: GUGGENHEIM HALL	
Room: 107	Other:	

Incident Details:

Resin leak/spill from 3d printer materials container. Produces a small odor. I cleaned up spill using spill kit and left in fume hood to harden and EHS pickup. The resin is UV cured in printer processing which makes it nontoxic to fish. Since the spill was not UV cured then even in hardened state it was possibly still toxic to environment.

Future corrective actions, store resin container so that spout is upright.

Attachment: No

Supervisor

Last Name: SPENCER	First Name: FIONA
Phone: 2069538088	Email: fspencer@aa.washington.edu
Occupation/Position: RESEARCH SCIENTIST/ENGINEER	Department: AERONAUTICS & ASTRO-

Classification

Level 1:
Property damage only,
Injury or Exposure, no first aid required,

Type of Incident

Injury Description: None,

Body Parts Affected: None,

Cause of Injury or Damage: Chemicals,

Possible Causes

Equipment: Other,

Environment:

Policies / Procedures: Appropriate Procedures Non-existent,

Human Factors:

Suggested corrective action by the affected party

Change storage procedures for Resin. Must store resin containers so that spout is upright. This means container can also be sideways but spout is still at the top of the container.

Supervisor's Comments

Root Causes:

(Please look at all the factors that may have contributed to the accident. Such factors may include equipment, environment, policies, procedures, and personnel.)

The Resin containers normally come packaged so that orientation doesn't matter. After using one container then storing it with spout down a small leak occurred. It must be that using the container breaks a seal or pushes a straw too far into the container which might cause a leak

Recommendations/Preventive Measures:

store new and used containers with spout in the up position

Corrective Actions Target Date (yyyy/mm/dd):
2016/01/28

Corrective Actions Complete Date (yyyy/mm/dd):
2016/01/29

Other Comments:

Cleaned up spill and contacted EHS for pickup

EHS Review

Last Name:	First Name:	Phone Number:	Email:
Occupation/Position:		Department:	
Comments:			



University of Washington Accident / Incident Report

Report Number: 2016-02-069

Contact EH&S at 206-543-7262

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone:	Email: injury@u.washington.edu
Occupation/Position: SENIOR FELLOW	Department: BIOENGINEERING
Date Reported (yyyy/mm/dd): 2016/02/22	Time of Reporting: 03:38 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone:	Email: injury@u.washington.edu
Occupation/Position: SENIOR FELLOW	Department: BIOENGINEERING

Incident Details

Date of Incident (yyyy/mm/dd): 2016/01/26	Time of Incident: 4:30 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: W.H. FOEGE BIOENG	
Room: N423C	Other:	

Incident Details:

A few drops of a chemical (polyethylene glycol diacrylate, PEG-DA) went into the left eye, while trying to clean a 3D-printed microdevice

Attachment: No

Supervisor

Last Name: FOLCH	First Name: ALBERT
Phone: +1 206 685-2257	Email: afolch@u.washington.edu
Occupation/Position: ASSOCIATE PROFESSOR	Department: BIOENGINEERING

Classification

Level 1:
Injury requiring medical treatment (go to level 3 if in-patient hospitalization or amputation occurred),

Type of Incident

Injury Description: Allergy, Sensitivity Reaction, Eye or Vision Issues,

Body Parts Affected: Eyes,

Cause of Injury or Damage: Chemicals, Splash,

Possible Causes

Equipment: Inadequate Guards/Barriers, Using Equipment Improperly,

Environment:

Policies / Procedures: Failure to Follow Procedures,

Human Factors:

Suggested corrective action by the affected party

The use of goggles is mandatory to handle all laboratory chemicals and would avoided this injury.

Supervisor's Comments

ON FILE: Affected/Injured Employee's date of birth, gender, date of hire, and hours of employment.

Root Causes:

(Please look at all the factors that may have contributed to the accident. Such factors may include equipment, environment, policies, procedures, and personnel.)

User was not wearing safety goggles as instructed during safety training.

Recommendations/Preventive Measures:

A sign will be posted at the door of the clean room enforcing the wearing of safety goggles. Safety goggles was already mandatory (since chemicals are being handled inside) but this way it will be more clear to future users.

Corrective Actions Target Date (yyyy/mm/dd):
2016/02/29

Corrective Actions Complete Date (yyyy/mm/dd):
2016/02/29

Other Comments:

Corrective actions have been taken to enforce that all users in the clean room wear safety goggles during stereolithography.

EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:

University-Wide Health and Safety Committee Meeting Agenda

March 9, 2016

1:00 – 2:30 PM

Foege N130A

Regular Attendees:

- 2016-2017 University-Wide Health and Safety Committee Members
(<http://www.ehs.washington.edu/ohssaftcom/groups.shtm>)
- Jude Van Buren, Katia Harb, Emma Alder, EH&S

Agenda Items	Persons Responsible	Process	Time
Call to Order and Introductions	Leslie Anderson		5 min
Approval of Meeting Minutes	Leslie Anderson	Robert's Rules of Order	5 min
UW Motor Vehicle Safety	Jay Sedivy, Transportation Services	Presentation	30 min
Organizational Group Reports	Committee Members	Discussion	15 min
Union Reports	Union Representatives	Discussion	10 min
Ex-Officio Reports	Ex-Officio Members	Discussion	10 min
EH&S Reports	Katia Harb: EH&S Updates Abebe Aberra: Food Safety Program at UW	Presentation	15 min
Adjourn	Leslie Anderson	Robert's Rules of Order	

Next Meeting: 4/13/2016

University-Wide Health and Safety Committee Meeting Minutes

February 10, 2016 1:00-2:30 pm
HUB 332

	Elected Membership		Appointed Membership		Guests
X	Leslie Anderson (1)	X	Chad Cook (2)	X	Doug Gallucci, EH&S
X	Ryan Hawkinson (1)	X	Paul Zuchowski (3)	X	Mark Murray, EH&S
X	Sterling Luke (2)	X	Bob Ennes (4)	X	Milt Tremblay, Tacoma
X	Sara Jones (3)	X	Liz Kindred (5)	X	Jay Sedivy, Transportation Services
X	Stephen Lundgren (5)		David Zuckerman (10)	X	Dave Leonard, Tacoma
X	Ron Maxell (6)				
	Paul Miller (6)				
X	Kelley Carter-Lynn (7)				
X	Betsy Brown (7)				
X	Meghan Fuhlman (8)				
X	Sonia Honeydew (9)				
X	Rick Gleason (Faculty Senate)				
	Labor Union Representation		Ex Officio Membership		Support
X	Paula Lukaszek WFSE Local 1488	X	Michelle Doiron Attorneys General Office	X	Jude Van Buren, Director, EH&S
	Vacant SEIU Local 1199	X	Tracey Mosier Barb Brown Facilities Services	X	Katia Harb, Asst. Director, EH&S
	Vacant SEIU 925		Wendy Winslow-Nason Risk Management	X	Emma Alder, EH&S Technical
	Vacant UAW 4121	X	Ron Fouty Capital Projects		
			Josh Kavanagh, Transportation Services		

***X= Present at meeting**

Agenda

1. Call to Order
 2. Introductions
 3. Welcome
 4. Elections and Training
 5. Evacuation Drill Subcommittee Update
 6. Group Reports
 7. Union Reports
 8. Ex-Officio Reports
 9. EH&S Reports
 10. Good of the Order
 11. Adjourn
-

Recorded: by Emma Alder

1. **Call to Order:** Meeting called to order at 1:10 PM by Leslie Anderson.
2. **Introductions:** Introductions were made around the room.
3. **Welcome to the Committee:** Jude Van Buren, Director EH&S, introduced the new members to the committee. She gave an overview of the importance and purpose of the health and safety committees at the University.
4. **Elections:** Nominations were taken for Chair of the U-Wide Committee for the new term. Leslie Anderson was nominated and seconded. No other nominations were made. A vote was taken and Leslie was elected as chair. Nominations were then taken for Co-Chair. Sara Jones was nominated and seconded. No other nominations were made. A vote was taken and Sara was elected as Co-Chair.

The committee agreed to meet at the same time and location each month: the second Wednesday of each month at 1:00 – 2:30 in Foege N130A.

5. **Health and Safety Committee Member Training:** Emma Alder gave an update on the recent health and safety committee trainings that were given in January and early February.
6. **Approval of Minutes:** Changes to the December minutes were suggested. The minutes were approved as amended.
7. **Organizational Group Reports:**
 - a. **Group 1:** Ryan Hawkinson reported Group 1 held elections for chair and co-chair at their first meeting of the term. Members introduced themselves

and the group discussed the recent health and safety committee member training. The group then reviewed accident reports.

- b. **Group 2:** Chad Cook reported that Group 2 met and held elections. The group then reviewed their OARS reports for December.
- c. **Group 3:** Sara Jones reported that Group 3 met and held elections. Accident reports were minimal and the group discussed the new cut glove policy in Housing and Food Services and how the gloves are sanitized.
- d. **Group 4:** Bob Ennes reported that Group 4 did not meet in January.
- e. **Group 5:** Liz Kindred reported that Group 5 met at the end of January. The group went through introductions, elections, and reviewed their charter. Emma Alder gave the health and safety committee member training. They then discussed the recent accident statistics.
- f. **Group 6:** Ron Maxell reported that Group 6 met on January 21st. The group held elections. Emma Alder encouraged members to sign up for the upcoming training. Ron reported on the U-Wide meeting and the group went over their OARS reports.
- a. **Group 7:** Betsy Brown reported that Group 7 met yesterday. Emma Alder gave the health and safety committee training. They held elections and decided on their meeting times and locations. Darren Branum gave an overview of Husky Cert at UW Bothell.
- b. **Group 8:** Meghan Fuhlman reported that Group 8 met and held elections.
- c. **Group 9:** Sonia Honeydew reported the Group 9 met and held elections and reviewed OARS reports. Sonia discussed an incident that involved in a contractor working in a bioengineering lab several months ago. The contractor spilled a chemical but did not clean it up. This started a discussion of how they can ensure that vendors will take appropriate safety precautions while working on campus.
- d. **Group 10:** No representation from Group 10.

8. Union Reports

- a. **SEIU Local 1199:** No representative present.
- b. **SEIU Local 925:** No representative present.
- c. **UAW 4121:** No representative present.
- d. **WFSE Local 1488:** Paula Lukaszek reported that some Facilities Services does not have a point person for questions regarding scaffolding. Mark Murray, Jude Van Buren, and Barb Brown discussed the concern. The group agreed to continue the discussion outside the meeting to determine the next best step to address these concerns.

9. Faculty Senate: No report.

10. Ex-Officio Reports: Ron Fouty reported on recent construction activity on campus. He also reported on the new re-organization of his office. The group then had a brief discussion on campus-wide signage.

11. EH&S Reports

- a. **2015 OSHA 300A Summaries:** Emma Alder reported that the summaries for the OSHA 300 recordable injures for 2015 have been distributed for posting throughout campus. The summaries can also be found online here:

<http://ehs.washington.edu/ohsoars/index.shtm>

- b. **L&I Update:** Emma gave a brief update on a recent complaint L&I received from the School of Dentistry. L&I requested UW to investigate and report their findings. The complaint involved training and personal protective equipment.
- c. **EH&S Updates:** Katia Harb reported on new staff that will be joining EH&S. Jude Van Buren reported on recent discussions regarding Zika virus in the Advisory Committee on Communicable Diseases. Jude also mentioned that Elizabeth Cherry, Compliance and Risk Services, is leading an effort to understand compliance concerns on campus. Six compliance areas are being reviewed, one of which is Health and Safety. The Board of Regents will be informed on the results of this effort.

12. EH&S Board: Jude discussed the purpose of the EH&S Board Meeting. Liz Kindred was elected to continue to represent the U-Wide on this committee.

13. Open Discussion: The committee briefly discussed the slippery red square bricks as a potential safety project. Other topics for discussion in the future included UW Alert System, Crisis Communications, Active Shooter training, and bicycle safety on campus.

14. Meeting Adjournment: The meeting was adjourned by Leslie Anderson at 2:25 PM.