

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

1. Attending

Fiona Spencer or Eliot George, AA
Colleen Irvin, BioE
Sean Yeung, CEE
Kameron Harmon, ChemE
Alex Lefort for Tracy Erbeck, CSE
Sonia Honeydew, DO
Karen Liebert, EE
Angie Haggard, EH&S

Emma Alder, EH&S
Stacia Green for Morgan Tubby,
HCDE
Jenny Dutton or Sheila Prusa, ISE
Bill Kuykendall, ME
Chris Adams, MoIES
Tatyana Galenko, MSE

2. Absent

Michael Glidden, DO

3. Guest Speaker

- Brandon Kemperman, Occupational Health & Safety Specialist, EH&S
 - Shop Safety Program
 - Update on 3D printer recs

4. Previous Meeting Minutes

- October 2016 – approve?

5. Group Business

- Establish Group 9 meeting dates for 2017. If we continue with last Mondays: 1/30, 2/27, 3/27 (start of SPR qtr), 4/24, 5/22 (b/c 5/29 a holiday), 6/26, 7/31, 8/28, 9/25 (AUT qtr starts on 9/27), 10/30, 11/27, and skip December (b/c holiday on 12/25)?
- Hate speech posters in MEB 11/10. Reminder that in addition to reporting to UWPD and using FS/CS to clean anything, report to Rachel Spencer of Dean's Office. Thank you.

6. Department Incident Reports

- EE – hand cut on office panels (Aug) – any additional follow-up?
- ChemE – cut from microtome blade, BSL-1 (Sep) – not duplicate? Any add'l follow-up?
- CEE – inhalation of phenol (Oct)
- BioE – cut by blade when search microtome blade box (Oct)
- CEE – 4 stitches where plate hit left temple (Oct)
- ChemE – hit shin on metal spigot extending into walkway (Oct)
- CEE – student finger cut by steel fibers on wheelbarrow in lab class (Oct)

7. UW-Wide Meeting

- Oct minutes attached.
- Nov agenda attached. Highlights:
 - Visited Ergonomics and Access Technology Center (ATC), open 8-5 weekdays, a showroom to try out different combinations of chairs and tables, keyboards, mice, and accessible software (e.g. screen readers, text-to-speech tools). Also help anyone building sites and apps, to make them accessible. ATC doesn't provide funds to purchase products – dept pay or ask DSO.
 - EH&S reports:

- Wrapping up EH&S-scheduled fire drills this month, will restart in March. On track to get 75% done this fiscal year (goal), and next year 100%. Still hope to work with faculty to give them some words to say before beginning of first class of quarter. Challenge is to have drills that give the most people practice, while causing the least disruption.
- We've had 5 battery-related fires on campus in 2016 and one in 2015. EH&S recommends each department take a more active approach.
- EH&S working with GIS and have work study person working on evacuation maps for 50 small buildings. Then will look at whether maps in rest of buildings are current. Eventually all will be available as PDFs. Suggestion to store these at Safety Portal.

8. Department Updates

9. Next Meeting

- January 30th at 2pm, in CSE 128, depending on group approval of 2017 schedule and room availability.

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

Meeting Date: October 31, 2016

Attended

Eliot George for Fiona Spencer, AA
Colleen Irvin, BioE
J. Sean Yeung, CEE
Kameron Harmon, ChemE
Tracy Erbeck, CSE
Sonia Honeydew, DO
Karen Liebert, EE

Morgan Tubby, HCDE
Sheila Prusa, ISE
Bill Kuykendall, ME
Tatyana Galenko, MSE
Chris Adams, MoIES
Angie Haggard, EH&S

Absent

Emma Alder, EH&S
Michael Glidden, DO

Pop Quiz

Where are the nearest exits, fire pull, and fire extinguisher from this room, CSE 128?

Guest Speaker

Diana Zumba, CHMM, Fire Prevention Coordinator, EH&S

- Regarding building evacuation procedures: 66-80pp EEOP recently updated to <20pp FSEP (still meets legal requirements) to increase ease of compliance. Add addendums as needed, e.g.:
 - checklists for checking in personnel at EAP (fire code wants accountability, especially where visitors and kids... professors/instructors responsible for occupants of classrooms, but if someone visits your building infrequently, OK to phrase as "if there was anyone you know was here today but don't see them now, especially if they work near the area of concern, please alert Evacuation Director and/or emergency responders".

DRAFT Meeting Minutes

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

- List of any persons with known permanent or temporary disabilities that might affect response to evacuation alert.
- It's a good idea to have annual drill (scheduled by EH&S) Fall Quarter, early in school year.
- Diana pointed us to UW EH&S **Incidents log** for lab safety at <https://www.ehs.washington.edu/fsolsi/lsiincidentnotif.shtm> .
- Group suggestion: where EH&S lists policies, include links to relevant incidents/consequences.
- Diana pointed us to **SFD fire incident log** (real-time 911 dispatch log) at <http://www2.seattle.gov/fire/realtime911/getDatePubTab.asp> .
- Diana pointed us to Seattle "my neighborhood" map that can track **SPD and SFD responses**, at <http://web6.seattle.gov/mnm/incidentresponse.aspx> . Rollover each incident for more info. **UWPD responses** not logged here – see their crime log at <http://police.uw.edu/crimedata/60daylog/> .
- For general fire safety info, Diana pointed us to the **UW Safety Portal** (<http://www.washington.edu/safety/>). The safety portal is a combined effort of UWPD, UWEM, EH&S, & UWIT; they plan to refresh it so please give Diana ideas. Group suggestion: perhaps the UW Safety Portal could have information about incidents that have recently occurred, i.e. include the UW EH&S Incidents log link. Diana notes that that the top link ("What's New") on the EH&S home page updates us on issues of public health concern (e.g. TB or legionella), but not lab incidents.
- Diana discussed EH&S advisory on lithium ion batteries (fire risk), listed in 10/21 **news release** at <http://www.ehs.washington.edu/psos/whatsnew.shtm> . This is our biggest hazard these days and most of the money lost over the last 1.5 years (at Bothell, Mary Gates, Parrington). Do not use damaged batteries. Currently not a disposal method on campus but do call EH&S – they are not yet charging for safe packaging, and in 3-6 months may be able to collect these again.
- Diana pointed out **general electrical safety** info at <https://www.ehs.washington.edu/fsophyssa/electric.shtm> , and urged us to consider GFCI adapters where permanent GFCI protection is not provided.
- Diana shared info on **prevention of nuisance alarms** at <https://www.ehs.washington.edu/fsofire/false.shtm> . Let EH&S know if your building is prone to false alarms. Perhaps a particular detector is not required, or sensitivity can be lowered by alarm shop. SFD now sends nasty letter to EH&S if >2 alarms/bldg./mo.
- Diana described that EH&S is updating evacuation maps where needed, gradually. Please advise them if this is needed at your building.

DRAFT Meeting Minutes

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

Previous Meeting Minutes

- August 2016 – approved
- September 2016 -- approved

Group Business

- Group 9 Google drive is up – please use and update as needed.
- Campus chilled water work mid-late Feb through end of March may affect your building for 3-6 weeks (eqpt mitigation, HVAC affected). There will be notices.
- Last campus flu shots will be 11/3 and 11/16.
- Great Shakeout feedback from group: yes we'd like access to bldg PA systems if EH&S and UWEM can allow it. We also recommend even more publicizing, and recommend using UW Alert for Seattle campus drill.
- EH&S draft recs for 3D printer safety: hopefully will turn into trackable quick online training.
- When racist graffiti/posters found, please continue to report to Rachel Spencer of Dean's Office, in addition to reporting to UWPD and contacting FS/CS for any cleanup.

Incident Reports

- BioE – mouse bite during training (May). This occurred at Comp Med training for animal handling.
- CEE – unsecure clamp to forklift, plate slipped, hit face & knees (Jul). Not much more info from PI. Plate was smaller than realized. Corrected.
- EE – hand cut on office panels (Aug). This occurred in Fluke. We questioned why staff was moving this. It's a fab facility so hands-on mentality. F/u at Nov meeting.
- CEE – back injury (Aug). Recurring injury. Not a procedural or training problem.
- CEE – nitric acid splash on leg (Sep). Rinsing glassware, didn't notice splashed on pant leg and burned skin. No rules against working alone in that lab.
- ChemE – cut from microtome blade (Sep). Probably not a duplicate report of August incident – will check. Should not clean machine with blade in. F/u at Nov meeting and Angie check.
- ME – tripped at night offsite, cut leg, four stitches to chin, chipped molar (Sep). Field work on Vancouver Is... flume (water tunnel) is rustic and has uneven surfaces in the dark. The very next day corrections made: lights installed and plan to knock down wall. Headlamp suggestion.

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- CSE – hit head on sign, developed headache (Sep). No additional ideas for corrections or training.

UW-Wide Meeting

- Sep meeting minutes attached
- October agenda attached
- October meeting highlights:
 - Green Dot Bystander training, by Melissa Tumas, MPH, Training & Education Coordinator, Health & Wellness – Student Life
 - Shooting incident in Arboretum. Everyone OK. Locked down a wedding. Found nothing.
 - Transportation Services reports two vehicle failures. No recall but UW may force a national recall. Also, new platform “Bridge” has driver safety and awareness course; will require retake every 2 yrs on staggered schedule (for anyone who drives university vehicles).
 - SEIU concluded negotiations. Drug testing proposed. The only drug testing currently on campus is by Transp Svcs for CDL licenses. Those are for vehicles over 10,000 lbs.

Department Updates

- BioE – GNOM invited us to join Active Shooter drill at Foege... good idea but faculty weary of interruptions from drills. BioE asked Mike Sletten of UWPD to do a security assessment for active shooter scenarios... no response yet, he may be busy. BioE does not currently have an active shooter plan.
- MoIES – evacuations in mid-Nov for two power shutdowns from NanoES construction (4-hr shutdown of emergency power includes fire suppression system... there's a battery backup on fire panel that should be good for 12 hours, but they recommend no occupants during shutdown from 2-6am).
- ME, CSE, CEE – nothing additional.
- ChemE, MSE, ISE, AA, EE, EH&S – no response.

Next Meeting

- November 28th at 2pm, CSE 128

Accident Summary Report

HSC 9

10/1/2016 to 10/31/2016

<i>Case#</i>	<i>Org Name</i>	<i>Employee Activity</i>	<i>Root Cause</i>	<i>Supervisor Corrective Action</i>
2016-10-044	CIVIL & ENVIR ENGR	Inhalation of phenol.	a cap broke in the centrifuge leading to some exposure to the phenol vapor.	advise student to follow safety procedures and wear a safety mask when working with phenol.
2016-10-048	BIOENGINEERING	Cut by blade when search the microtome blade box.	All microtome blade are secured in the box. Push handle to draw one blade at a time. Somehow there is one half draw blade left on the box.	We will send out email to whole lab and address the issue during lab meeting
2016-10-057	CIVIL & ENVIR ENGR	I was de-tensioning a bolt with the hydraulic wrench while sitting on the ground in between the specimen beam and spreader beam of my test set-up. I used a 1/2" plate in a horizontal position to provide bearing for the wrench, but the plate was in a bad spot so when the pump was turned on, the arm of the wrench flipped the plate to a vertical position. My face was in the path of the plate and the corner of the plate grazed my left temple. There was a small cut which I washed and put a band-aid on, and continued working until about 4:30. When I changed the band-aid at that time, I noticed the cut was deeper than I had originally thought, so I went to Hall Health where I received 4 stitches. Today I have a pretty bad black eye, but very little pain.	██████ has properly trained in the use of the hydraulic wrench. We discussed what happened and she had failed to properly secure a reaction plate for the reaction arm of the wrench. We concluded that she understood what had happened and why it occurred. It was aggravated by the fact that she was in an awkward position when trying to use the wrench however it was primarily just a mistake.	Vince Chajjeroen, the lab manager, has reviewed proper use of the hydraulic wrench with ██████. She will be certain to secure all plates before turning the wrench on now.
2016-10-062	CHEMICAL ENGINEERING	While walking in the lab, student hit one of his shins on a metal spigot of a container resting on a floor scale. The spigot was extending outside the footprint of a floor scale and into the walkway. The impact was hard enough to cause a scrape and minor bleeding on the shin. Student was wearing full-length pants; the pant leg was not ripped or otherwise damaged, and the spigot did not come into direct contact with the skin. Student treated himself with a band-aid.	Insufficient instructions on keeping the spigot out of walkways.	Long-term solution to prevent recurrence will be signage on container/spigot assembly instructing users to keep spigot out of walkways and continued training of new TA's and students.

<i>Case#</i>	<i>Org Name</i>	<i>Employee Activity</i>	<i>Root Cause</i>	<i>Supervisor Corrective Action</i>
2016-11-015	CIVIL & ENVIR ENGINEER	The incident occurred in More Hall, Rm 034 during a materials lab for CEE 337. The student received a small cut on a finger due to steel fibers embedded in concrete on a wheelbarrow. The concrete was from a research study conducted by others not affiliated with the lab when the minor injury occurred. They did not properly clean the wheelbarrow prior to the student lab. It was strongly recommended to the student to go to Hall Health and have the cut examined and check on the need for a tetanus shot.	Research graduate students and their poor cleaning of lab equipment.	Increased supervision of the structures graduate students to ensure thorough cleaning procedures. A short training program has been started to better ensure the graduate students do a better job of cleaning up following their experiments.



University of Washington Accident / Incident Report

Report Number: 2016-10-044

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: WEI	First Name: STEPHANY
Phone:	Email: spw6422@u.washington.edu
Occupation/Position: PREDOC RES ASSOC 1	Department: CIVIL & ENVIR ENGR
Date Reported (yyyy/mm/dd): 2016/10/13	Time of Reporting: 12:28 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone:	Email: injury@u.washington.edu
Occupation/Position: [REDACTED]	Department: CIVIL & ENVIR ENGR
Person was in Paid Position: Unknown	

Incident Details

Date of Incident (yyyy/mm/dd): 2016/10/06	Time of Incident: Can Not Be Determined	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot:	
Room: 478	Other: Benjamin Research Building	

Incident Details:
Inhalation of phenol.
 Attachment: **No**

Supervisor

Last Name: WINKLER	First Name: MARIKAROLIINA
Phone: 2067479363	Email: mwinkler@uw.edu
Occupation/Position: ASST PROFESSOR	Department: CIVIL & ENVIR ENGR

Classification

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

Type of Incident

Injury Description: Respiratory Symptom, Condition,
Body Parts Affected: Other,
Cause of Injury or Damage: Chemicals,

Possible Causes

Equipment: Defective Tools, Equipment,
Environment: Chemicals,
Policies / Procedures:
Human Factors: Inadequate Training,

Suggested corrective action by the affected party

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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.) a cap broke in the centrifuge leading to some exposure to the phenol vapor.			
Recommendations/Preventive Measures: advise student to follow safety procedures and wear a safety mask when working with phenol.			
Corrective Actions Target Date (yyyy/mm/dd): 2016/10/13		Corrective Actions Complete Date (yyyy/mm/dd): 2016/10/07	
Other Comments: phenol spill was cleaned, treated and wasted under the fume hood.			
EHS Review			
Last Name: HAGGARD	First Name: ANGELINA M	Phone Number: +1 206 616-3442	Email: ahaggard@uw.edu
Occupation/Position:		Department:	
Comments: 10/13 forwarded to OHN			



University of Washington Accident / Incident Report

Report Number: 2016-10-048

Contact EH&S at 206-543-7388

Person Reporting Incident		
Last Name: LUO	First Name: PING	
Phone: +1 206 616-4567	Email: pingluo@u.washington.edu	
Occupation/Position: RESEARCH SCIENTIST	Department: BIOENGINEERING	
Date Reported (yyyy/mm/dd): 2016/10/14	Time of Reporting: 02:56 PM	
Person Involved or Affected		
Last Name: [REDACTED]	First Name: [REDACTED]	
Phone: +1 [REDACTED]	Email: injury@u.washington.edu	
Occupation/Position: [REDACTED]	Department: BIOENGINEERING	
Incident Details		
Date of Incident (yyyy/mm/dd): 2016/10/14	Time of Incident: 11:45 AM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot:	
Room:	Other: UW South Lake Union, Brotman Building Room 419	
Incident Details:		
Cut by blade when search the microtome blade box.		
Attachment: No		
Supervisor		
Last Name: LUO	First Name: PING	
Phone: +1 206 616-4567	Email: pingluo@u.washington.edu	
Occupation/Position: RESEARCH SCIENTIST	Department: BIOENGINEERING	
Classification		
Level 1: Injury requiring first aid,		
Type of Incident		
Injury Description: Cut, Laceration, Puncture, Scratch, Abrasion (Open Wound),		
Body Parts Affected: Fingers,		
Cause of Injury or Damage: Needles, Medical Sharps, Scalpels, etc. (Clinical, Research, Teaching),		
Possible Causes		
Equipment:		
Environment:		
Policies / Procedures:		
Human Factors: Other,		
Suggested corrective action by the affected party		
Do not leave half draw blade on the box		
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.)

All microtome blade are secured in the box. Push handle to draw one blade at a time. Somehow there is one half draw blade left on the box.

Recommendations/Preventive Measures:

We will send out email to whole lab and address the issue during lab meeting

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

2016/10/14

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

2016/10/14

Other Comments:

EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:



University of Washington Accident / Incident Report

Report Number: 2016-10-057

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: ██████████	First Name: ██████
Phone: ██████████	Email: ████████████████████
Occupation/Position: RESEARCH ASSISTANT	Department: CIVIL & ENVIR ENGR
Date Reported (yyyy/mm/dd): 2016/10/18	Time of Reporting: 03:55 PM

Person Involved or Affected

Last Name: ██████████	First Name: ██████
Phone: ██████████	Email: ████████████████████
Occupation/Position: RESEARCH ASSISTANT	Department: CIVIL & ENVIR ENGR

Incident Details

Date of Incident (yyyy/mm/dd): 2016/10/17	Time of Incident: 2:45 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: MORE HALL	
Room: Structures Lab	Other:	

Incident Details:

I was de-tensioning a bolt with the hydraulic wrench while sitting on the ground in between the specimen beam and spreader beam of my test set-up. I used a 1/2" plate in a horizontal position to provide bearing for the wrench, but the plate was in a bad spot so when the pump was turned on, the arm of the wrench flipped the plate to a vertical position. My face was in the path of the plate and the corner of the plate grazed my left temple. There was a small cut which I washed and put a band-aid on, and continued working until about 4:30. When I changed the band-aid at that time, I noticed the cut was deeper than I had originally thought, so I went to Hall Health where I received 4 stitches. Today I have a pretty bad black eye, but very little pain.

Attachment: No

Supervisor

Last Name: BERMAN	First Name: JEFFREY
Phone: +1 206 616-3530	Email: jwberman@u.washington.edu
Occupation/Position: ASSOCIATE PROFESSOR	Department: CIVIL & ENVIR ENGR

Classification

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

Type of Incident

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

Body Parts Affected: Face,

Cause of Injury or Damage: Machinery, Struck or Pinched by Moving Object,

Possible Causes

Equipment: Using Equipment Improperly,

Environment:

Policies / Procedures:

Human Factors:			
Suggested corrective action by the affected party			
Be more careful...			
Supervisor's Comments			
<p>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.)</p> <p>██████ has properly trained in the use of the hydraulic wrench. We discussed what happened and she had failed to properly secure a reaction plate for the reaction arm of the wrench. We concluded that she understood what had happened and why it occurred. It was aggravated by the fact that she was in an awkward position when trying to use the wrench however it was primarily just a mistake.</p>			
<p>Recommendations/Preventive Measures: Vince Chaijeroen, the lab manager, has reviewed proper use of the hydraulic wrench with ██████. She will be certain to secure all plates before turning the wrench on now.</p>			
Corrective Actions Target Date (yyyy/mm/dd): 2016/11/01		Corrective Actions Complete Date (yyyy/mm/dd): 2016/10/21	
Other Comments:			
EHS Review			
Last Name:	First Name:	Phone Number:	Email:
Occupation/Position:		Department:	
Comments:			



University of Washington Accident / Incident Report

Report Number: 2016-10-062

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: KIM	First Name: ANTHONY
Phone: +1 206 543-8786	Email: andykim@uw.edu
Occupation/Position: LECTURER	Department: CHEMICAL ENGINEERING
Date Reported (yyyy/mm/dd): 2016/10/19	Time of Reporting: 09:19 AM

Person Involved or Affected

Last Name: █	First Name: █
Phone:	Email:
Occupation/Position: Undergraduate Student	Department:
Person was in Paid Position: No	

Incident Details

Date of Incident (yyyy/mm/dd): 2016/10/18	Time of Incident: 1:45 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: BENSON HALL	
Room: B035	Other:	

Incident Details:

While walking in the lab, student hit one of his shins on a metal spigot of a container resting on a floor scale. The spigot was extending outside the footprint of a floor scale and into the walkway. The impact was hard enough to cause a scrape and minor bleeding on the shin. Student was wearing full-length pants; the pant leg was not ripped or otherwise damaged, and the spigot did not come into direct contact with the skin. Student treated himself with a band-aid.

Attachment: **No**

Supervisor

Last Name: KIM	First Name: ANTHONY
Phone: +1 206 543-8786	Email: andykim@uw.edu
Occupation/Position: LECTURER	Department: CHEMICAL ENGINEERING

Classification

Level 1:
Injury requiring first aid,

Type of Incident

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

Body Parts Affected: **Legs,**

Cause of Injury or Damage: **Structures, Surfaces,**

Possible Causes

Equipment: **Inadequate Guards/Barriers,**

Environment:

Policies / Procedures:

Human Factors:

Suggested corrective action by the affected party

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

Immediate containment was to train TA and students to move spigot so that it faces the neck of the scale, out of the walkway.

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.)

Insufficient instructions on keeping the spigot out of walkways.

Recommendations/Preventive Measures:

Long-term solution to prevent recurrence will be signage on container/spigot assembly instructing users to keep spigot out of walkways and continued training of new TA's and students.

Corrective Actions Target Date (yyyy/mm/dd):
2016/10/19

Corrective Actions Complete Date (yyyy/mm/dd):
2016/10/19

Other Comments:

EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:



University of Washington Accident / Incident Report

Report Number: 2016-11-015

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: MAHONEY	First Name: JOE
Phone: +1 206 685-1760	Email: jmahoney@u.washington.edu
Occupation/Position: PROFESSOR	Department: CIVIL & ENVIR ENGR
Date Reported (yyyy/mm/dd): 2016/10/14	Time of Reporting: 07:26 AM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone:	Email:
Occupation/Position: Undergraduate Student	Department:
Person was in Paid Position: No	

Incident Details

Date of Incident (yyyy/mm/dd): 2016/10/13	Time of Incident: 2:30 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot:	
Room: 034	Other: More Hall	

Incident Details:

The incident occurred in More Hall, Rm 034 during a materials lab for CEE 337. The student received a small cut on a finger due to steel fibers embedded in concrete on a wheelbarrow. The concrete was from a research study conducted by others not affiliated with the lab when the minor injury occurred. They did not properly clean the wheelbarrow prior to the student lab. It was strongly recommended to the student to go to Hall Health and have the cut examined and check on the need for a tetanus shot.

Attachment: **No**

Supervisor

Last Name: MAHONEY	First Name: JOE
Phone: +1 206 685-1760	Email: jmahoney@u.washington.edu
Occupation/Position: PROFESSOR	Department: CIVIL & ENVIR ENGR

Classification

Level 1:
Injury requiring first aid,

Type of Incident

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

Body Parts Affected: **Fingers,**

Cause of Injury or Damage: **Broken Glass, Splinter, Sharp Furniture Edge, etc.,**

Possible Causes

Equipment: **Other,**

Environment:

Policies / Procedures: **Other,**

Human Factors: **Other,**

Suggested corrective action by the affected party

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

Research graduate students must be more careful in cleaning lab equipment.

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.)

Research graduate students and their poor cleaning of lab equipment.

Recommendations/Preventive Measures:

Increased supervision of the structures graduate students to ensure thorough cleaning procedures. A short training program has been started to better ensure the graduate students do a better job of cleaning up following their experiments.

Corrective Actions Target Date (yyyy/mm/dd):
2016/10/21

Corrective Actions Complete Date (yyyy/mm/dd):
2016/10/21

Other Comments:

Action will be taken with graduate students supervisor to improve cleaning procedures. A new process has also been established to ensure the students are better trained and informed of their responsibilities in the laboratory.

EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:

University-Wide Health and Safety Committee Meeting Agenda

November 9, 2016

1:00 – 2:30 PM

Access Technology Center Mary Gate Hall Room 064

Regular Attendees:

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

Agenda Items	Persons Responsible	Process	Time
Call to Order	Leslie Anderson	Robert's Rules of Order	
Approval of Meeting Minutes	Leslie Anderson	Robert's Rules of Order	5 min
Ergonomics and Access Technology Center (ATC)	Dan Comden, ATC Emma Alder, EH&S Phil Numoto, EH&S	Presentation	40 min
Organizational Group Reports	Committee Members	Discussion	15 min
Union Reports	Union Representatives	Discussion	5 min
Ex-Officio Reports	Ex-Officio Members	Discussion	5 min
EH&S Updates	L&I Update: Emma Alder Fire Drill Project Update: Mark Murray	Discussion	10 min
Good of the Order	Committee members	Discussion	10 min
Adjourn	Leslie Anderson	Robert's Rules of Order	

University-Wide (U-Wide) Health and Safety Committee Meeting Minutes
October 12, 2016
1:00-2:30 pm HUB 332

	Elected Members (Group)		Appointed Members (Group)		EH&S Staff
x	Leslie Anderson (1) Chair	x	Chad Cook (2)	x	Jude Van Buren
x	Ryan Hawkinson (1)	x	Paul Zuchowski (3)	x	Katia Harb
	Sterling Luke (2)			x	Emma Alder
x	Carol Harvey (4)	x	Nadia Khan (4)	x	Mark Murray
x	Stephen Lundgren (5)	x	Liz Kindred (5) Co-Chair		Doug Gallucci
	Ron Maxell (6)	x	Sonia Honeydew (9)	x	Eleanor Wade
x	Maggie Luning (6)	x	David Zuckerman (10)	x	Angelina Haggard
x	Kelly Carter-Lynn (7)			x	Karen Crow
	Betsy Brown (7)				
	Melissa Banks (7)				
	Alex Volkman (8)				
x	Hannah Wilson (8)				
	David Warren (10)				
x	Rick Gleason (Faculty Senate)				
Labor Union Representation		Ex-Officio Members		Ex-Officio Members	
	Paula Lukaszek WFSE (Washington Federation of State Employees) Local 1488		Michelle Doiron Attorneys General Office		Chief Vinson, UWPD
	Vacant SEIU (Service Employees International Union) Local 1199	x	Tracey Mosier Facilities Services	x	Jay Sedivy, Transportation Services
	Vacant SEIU 925	x	Stacie Smith, Emergency Management		
	Taylor Stepiem & Sam Sumpter – Graduate & Professional Student Senate (GPSS) also UAW (United Auto Workers) 4121		Vacant, Risk Management		
*x= Present at meeting					

Agenda

1. Call to Order
 2. Approval of Meeting Minutes
 3. Green Dot Bystander Training
 4. Organizational Group Reports
 5. Union Reports
 6. Ex-Officio Reports
 7. Adjourn
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Recorded: by Angelina Haggard

1. **Call to Order:** Meeting was called to order at 1:05PM by Leslie.
2. **Approval of Meeting Minutes:** There were no suggested changes to the September Meeting Minutes and they were approved as written.
3. **Green Dot Bystander Training** presented by Melissa Tumas. Green Dot is one of six student focused programs that Health & Wellness oversees. Green dot is a movement, a program, and an action. Green Dot aims to prevent and reduce power-based violence at UW by engaging students as leaders and active bystanders who step in, speak up, and interrupt potential acts of violence using the 3 D's – Direct, Distract, Delegate. The Green Dot movement is about gaining a critical mass of students, staff and faculty who are willing to do their small part to actively and visible reduce power-based personal violence at UW. Last year the program was extended to include Faculty and Staff. The next Green Dot training for students is November 5th. No one has to do everything, but everyone has to do something. Green Dot is your individual choice to do something. The PowerPoint presentation will be posted online here: <http://www.ehs.washington.edu/ohssafcom/mtgminutes16.shtm>
4. **Organizational Group Reports**
 - a. **Group 1:** Leslie and Ryan reported Group 1 met earlier today. The group reviewed the Online Accident Reporting System (OARS) reports. Group 1 selected a safety project - developing a campus-wide safety/emergency template to be used in all classrooms, offices, etc. Provost Baldasty will meet with Group 1 on November 9th.
 - b. **Group 2:** Chad stated Group 2 meets tomorrow.
 - c. **Group 3:** Paul reported Group 3 reviewed a games area OARS report and Justin Berry, Aquatics & Safety Manager, will attend the November meeting.
 - d. **Group 4:** Nadia reported Group 4 met and discussed the new Fire Zone Map for the Health Sciences and Foege Buildings. Katia provided a Legionella update. The group also discussed the new lab trash pick-up for custodial staff with regard to no Personal Protective Equipment (PPE) required rooms. Custodial staff will not enter labs where PPE is required. Nadia is transitioning into her new role with the School of Medicine and

is regretfully stepping away from Group 4 committee roles. Group 4 will elect a chair at the November meeting. Nadia thanked the U-Wide committee members.

- e. **Group 5:** Liz reported Group 5 did not meet in September.
 - f. **Group 6:** Maggie reported Group 6 did not meet in September but is meeting next week. She is in the early stages of reopening elections.
 - g. **Group 7:** Kelly reported Ruth Johnson is the interim Executive Sponsor for Group 7. They are also conducting additional elections due to low attendance concerns. They reviewed OARS reports. They also discussed preparations for the Great Shake Out. They continue to strive towards being an action oriented committee and look for ways to improve their campus wide communication.
 - h. **Group 8:** Hannah reported they received a brief update on construction projects and getting ready for the Great Shakeout. There was a discussion about pedestrian safety in preparation for a meeting with the City of Tacoma of next month.
 - i. **Group 9:** Sonia reported Group 9 looked at other university websites to see how they communicate safety topics. Then Group 9 discussed how to improve safety communication between their different departments at UW.
 - j. **Group 10:** David Z. reported that group 10 reviewed OARS reports. There were two OARS reports that involved U-Car mechanical failures. Group 10 is also finalizing plans to participate in the Great Shakeout.
 - k. **Faculty Senate:** Rick Gleason – no report.
5. **Union Reports:** Stephen reported that contract negotiations are complete. One issue that needs more discussion is the prescription drug abuse epidemic.
6. **Ex-Officio Reports**
- a. Tracey Mosier reported that there is an action plan for the Clark Hall Scaffold in preparation for the upcoming storms.
 - b. Jay Sedivy reported that the U-Car mechanical failures report by Group 10 were vigorously expressed to the National Highway Traffic Safety Administration. These efforts may result in a national recall. BRIDGE, the new driver safety platform, was rolled out this week.
 - c. Staci Smith reported the Puget Sound area weather forecast includes two storm fronts. She reminded committee members to stock up on bottled water, blankets and batteries.
 - d. Emma Alder introduced Karen Crow the new Outreach and Educational Analyst for EH&S.
7. **Meeting Adjournment:** Leslie adjourned the meeting at 2:36 PM.