

Agenda – May 22, 2017
Group 9 Health and Safety Committee (College of Engineering)

1. Attending

Fiona Spencer or Eliot George, AA
Ruth Woods for Colleen Irvin, BioE
Sean Yeung, CEE
Michael Pomfret, CEI
Kameron Harmon, ChemE
Sonia Honeydew, CoE DO
Tracy Erbeck, CSE
Karen Liebert, EE

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

2. Guest Speaker

- Scott Nelson re: EH&S scheduling of annual building evacuation drills this June

3. Previous Meeting Minutes

- April 2017 – approve? Corrections?

4. Group Business

- EOP/FSEP review – Sonia present Loew Hall FSEP. Review CoE evac plan status and choose next building.
- APP draft review for Emma – You’ve all received draft now. Our input (due before June U-wide) is valuable because we are required to review the completed plans annually.
- Bio/Chem/Rad Exposures poster, a reminder.
- U-wide charter: customize for Group 9.
- Review EH&S resources (checklists, protocols, training templates).
- Sonia awaiting meeting with College of Env for compliance management ideas.

5. Department Incident Reports

- ChemE – cut through glove while washing broken glassware (Mar)
- ME – white mark on hand eventually washed off, maybe polishing agent (Apr)
- ChemE – phenol splashed on wrist while working in fume hood (Apr)
- CEE – evening mugging in Baltimore, reported to local police (Apr)
- EE – cut hand on sharp metal, got stitches at ER (Apr)
- BioE @ MoIES – lab trash included improperly disposed item creating fumes (Apr)

6. UW-Wide Meeting

- April minutes attached.
- May agenda attached. Highlight: Emma’s APP update. Next phase is 6-8 minute Health and Safety video for all UW employees. APP and video done by 8/1, Board of Regents review, then release.

7. Department Updates

8. Next Meeting

- June 26th at 3pm, in CSE 128.

DRAFT Meeting Minutes

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

Meeting Date: April 24, 2017

Attended

Fiona Spencer, AA
J. Sean Yeung, CEE
Sonia Honeydew, DO
Karen Liebert, EE
Angie Haggard, EH&S

Morgan Tubby, HCDE
Sheila Prusa, ISE
Bill Kuykendall, ME
Chris Adams, MoIES
Tatyana Galenko, MSE

Absent

Colleen Irvin, BioE
Kameron Harmon, ChemE
Tracy Erbeck, CSE

Guest Speaker: Karen Crow of EH&S

- New EH&S website will launch in a few months (late Spring / early Summer). Will be organized by client focus rather than internal EH&S organization, and be much more concise (from 1200 pages to 300 pages). Will tailor to “personas”, make helpful and simple, incorporate UW brand. Discovery and design phases done. Specifications in progress; the features and functionality of the site will include concise embedded online forms rather than paper. Currently refining and rewriting content throughout EH&S. Next phases: development, testing, training (content owners), launch.
- Top banner will include “report a concern” button (not for reporting injuries – still use OARS), and Topics, Training, Forms, Find a Resource, About EH&S. The report concern/injury button is separate from OARS, has a more expansive purpose (could address concerns before anything happens), allows picture upload, and can be anonymous.
- Next level: Popular Services; I Am/I Need (personas); Topics (bio, chem, env, fire & life, rad, research and labs, workplace safety). Any of these produces drop-down list, so with one click you are on subtopic e.g. BioSafety Cabinets, then on left side see all other bio subtopics.
- Personas page: for PI, four main tasks are Close Lab, Plan Project, Set Up Lab, and Manage Lab. EH&S matched Office of Research lists for PIs.

DRAFT Meeting Minutes

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

- Training: now have A-Z list you can narrow down by Type of Class, Work Area, and they can add categories. The left menu on training includes See Records or Help Me Find My Course (a wizard – select all conditions that apply). Unfortunately, this is not a learning management system that remembers all the courses you need to take – UW has not invested in that yet.

Previous Meeting Minutes

- March 2017 – approved

Group Business

- Group 9 goals for 2017 (continued discussion)
 - EEOP/FSEP review – Each dept reported whether have an EEOP/FSEP for each building, and when last updated. Sonia follow up with BioE, ChemE, CSE. Link to FSEP template is: <http://www.ehs.washington.edu/fsobuilding/>. Next meeting Sonia start our reviews by presenting Loew Hall FSEP. Please do send Diana Zumba (EH&S) your evacuation plans so she can create a library.
 - MyChem review – shared Erin’s report. Karen’s suggestion: make pivot table out of own dept data thru admin access sorted by zone/room, PI, date last updated – copies to Admin and Building Coordinator.
- U-wide charter: please review. We will customize for Group 9 at May meeting, as time allows.
- Group 9 ideas for fostering culture of safety (continued discussion)
 - Sonia will find out how College of Environment addresses lab safety survey follow-up, etc.
 - Group 9 OARS dashboard status: Per Angie this can be created but she needs to know -- what do we want to see? Cause, type, affected party, corrective actions? Angie will have comparison between Gr9 and other committees by end of year, something halfway there in June. Sonia posted Gr9 Executive Sponsor packet on our Google drive.
 - College-wide consistency in lab safety training – let’s review EH&S resources (checklists, protocols, safety training templates) in May or June, to make sure we’re all aware of them.
 - Let’s have a MAPS guest speaker, to learn how this new resource can be used to enhance safety/preparedness.

Incident Reports

DRAFT Meeting Minutes

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

- MSE – centrifuge container holding cell pellet expelled by trace liquid nitrogen (Mar). This is not uncommon. Not high risk. Cleaned with bleach.
- ChemE – cut through glove while washing broken glassware (Mar). Will discuss in May.

UW-Wide Meeting

- March minutes attached.
- April agenda attached. Highlights:
 - Mumps update: within Greek community and associates. Those previously vaccinated can increase immunity with additional vaccinations so targeting Greek community for those.
 - Scott Nelson is new Fire Safety Manager at EH&S. He will schedule CoE building evacuation drills. He'll be our guest speaker in May.
 - U-wide will create a subcommittee on best practices for evening safety and after-hours emergencies.
 - Emergency Management has hired Eli King as Plans, Training, and Exercise Manager.

Department Updates

- AA – A student left a door unlocked, someone walked in at 5:30pm and took laptops, but they were apprehended outside the building. Also, we'll see an OARS report soon about a bandaged toe from Engineering Discovery Days.
- MSE – OARS report filed after student found white spot on hand, washed hand 30 minutes but felt burning sensation. Probably polishing media (not harmful).
- CEE – Security measure: replacing locks so doors automatically lock behind you, e.g. on suite doors. These “self-locking” doors cannot be unlocked. This costs \$300-400, as compared to \$800-900 for a keypad lock.
- AA – It's difficult to control what students will bring to a lab (and where they will source items) for their projects. A prof asked students to get ethanol for rocket project but didn't specify denatured alcohol, and students brought in Everclear, which was discovered in lab safety survey. Sean: university has ethanol policy; you can purchase through Ariba with approval. Angie: lab surveys can give guidance on where to buy things, especially chemicals, which may require different authorizations. Lab Managers need to know what's in the lab.

Next Meeting

- May 22nd at 3pm, CSE 128

Accident Summary Report

HSC 9

4/1/2017 to 4/30/2017

Case#	Org Name	Employee Activity	Root Cause	Supervisor Corrective Action
2017-04-013	MECHANICAL ENGINEERING	<p>████ came to me asking if I knew what could have cause a white mark on his hand. He told me he came into lab in hopes of polishing some samples, when he noticed a white, 1 inch long mark on his right knuckle. I asked him what he was doing before this, and if the mark was causing a burning sensation. He told me he came into lab, didn't have time to even start when he noticed the mark. He said it burned in the beginning, he washed his hands with soap but the white mark would not go away. I lead him to a lab, and asked him to keep washing his hands with soap. While █████ was washing his hands I investigated the cabinet in which █████ kept his samples. There was no hazardous or new materials that he has not worked with before, just standard alumina polishing supplies. There was a old squirt bottle with non-hazardous alumina suspension that may have seeped out and I suspect that he might have touched that while looking for his supplies. Although alumina is not hazardous, it was an old bottle. We took the squirt bottle out of the cabinet and plan to dispose of it. After █████ washed his hand for about 10-15min the white mark went away. For future prevention measures, I told █████ to make sure to wear gloves before trying to handle any of his supplies. In the future we can tape of the ends of the squirt bottles so that the content does not seep out. I told █████ that if the burning sensation returns we can take him to the ER. Later in the afternoon I checked in with him, he said his hand is fine.</p>		
2017-04-035	CHEMICAL ENGINEERING	<p>During Polymer Chemistry lab, █████ was weighing out Phenol in the fume hood. A small amount of the chemical got onto his right wrist at the space between his lab coat and glove. He notified the TA (myself) of a burning feeling and we immediately flushed the area with DI water for 15 minutes. We then directed █████ to Hall of Health for medical advice. The air flow in the fume hood and an ill-fitting lab coat contributed to this incident.</p>	<p>We believe the root cause of this incident is a procedure that contains the unnecessary risk of measuring out phenol, a corrosive & irritant. A contributing factor was the improper use of a lab coat that had sleeves too short to provide adequate protection from chemicals.</p>	<p>We believe that modifying the lab procedures such that a premade phenol solution will be provided to the students will reduce the risk of an additional incident. Additionally, long gloves will be provide an additional level of protection for students. We will review chemical safety with students to help prevent another incident.</p>

<i>Case#</i>	<i>Org Name</i>	<i>Employee Activity</i>	<i>Root Cause</i>	<i>Supervisor Corrective Action</i>
2017-04-037	CIVIL & ENVIR ENGR	████ was in the field setting up air monitoring equipment for a project. During off hours, he was walking alone returning to his hotel after dark and was approached by two men who assaulted him and attempted to rob him. Nothing was taken, but he was pushed down, resulting in minor scrapes/cuts and hit several times by one of the assailants. He reported the incident to the local (Baltimore) police. He provided taped verbal testimony to the Baltimore police the next day (complaint # ██████████). Incident form uploaded.	Safety of the surrounding area of lodging.	In the future, we will confirm with local contacts that lodging is located in a safe area. We will also request that field staff restrict their time walking alone at night unless absolutely necessary.
2017-04-067	ELECTRICAL ENGINEERING	Cut hand on a sharp piece of metal. Got stitches at UW ER, am now fine.	This instrument well designed with user in mind. So this led to the problems for the professor who was opening it.	Be cautious with new tools that are not user friendly.

<i>Case#</i>	<i>Org Name</i>	<i>Employee Activity</i>	<i>Root Cause</i>	<i>Supervisor Corrective Action</i>
2017-04-105	BIOENGINEERING	<p>Yesterday (4/27/17), when I was taking out trash from the lab on the third floor, I noticed that one of the trash bins with a liner and "the usual" looking stuff in it had been placed inside one of the Fume Hoods with the glass door closed. I assumed it was because one of the lab people had thrown away something that either had fumes or had mixed with something already in the trash - creating fumes. I was happy to see it was in a ventilated space and that I didn't have to smell it.</p> <p>This morning (4/28/17), however, the bin was out of the Fume Hood, and the contents were loosely tied in the liner and placed on the floor next to another trash bin that I normally handle. I placed both of the bags into the trash container on my cart, and noticed a pretty noxious smell. If you are familiar with the smell Epoxy produces when you use the blue and white combination with hardening tubes, you can get the general idea - except the smell was at least a few times stronger. I continued with my run, and the smell really started getting to me - I felt a bit queasy and flushed, and I was concerned for my health at that point.</p> <p>Normally I put my cart at least partway into the bathroom when cleaning it, but I didn't do that when I went to do the bathrooms on the third floor. Instead, I left it way far away and brought my cleaning supplies with me from the cart by hand. Taking the cart onto the elevator to take downstairs to the loading dock, the fumes immediately filled the elevator with its strong smell, and I couldn't wait to get it to the outside, where at least exposure could be minimized, as I was already feeling light-headed.</p> <p>I emailed the above information to Christine Lucier (Manager), and to Hassan Guyo (Custodial Supervisor II.) Hassan contacted Christopher, the building coordinator, who then asked me to remove the contents from the dumpster outside and to bring it to the second floor at 9:15 a.m., at which point he placed the contents inside a vented hood in the second floor lab to inspect the contents. He then asked me to show me where on the third floor lab and which hood I found the contents. We went to the third floor lab where we identified the hood and the lab worker who was presumably responsible for that trash.</p> <p>Christopher is in the process of investigating what the contents are and if there was any potential hazardous exposure.</p> <p>(Updated 5/05/17) Christopher Adams (The Molecular Bldg. Coordinator) emailed Hassan on April 28 and wrote:</p>	Disposal procedure was not followed.	"The lab is going to be reviewing their disposal procedures to either begin disposing of lab waste themselves or else to prepare it in such a way that it doesn't cause alarm in the future." -Christopher Adams, Building Coordinator, Molecular Engineering & Sciences.

<i>Case#</i>	<i>Org Name</i>	<i>Employee Activity</i>	<i>Root Cause</i>	<i>Supervisor Corrective Action</i>
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"... the lab is going to be reviewing their disposal procedures to either begin disposing of lab waste themselves or else to prepare it in such a way that it doesn't cause alarm in the future."



University of Washington Accident / Incident Report

Report Number: 2017-04-013

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: GALENKO	First Name: TATYANA
Phone:	Email: tgalenko@u.washington.edu
Occupation/Position:	Department: MATERIALS SCI & ENGRG
Date Reported(yyyy/mm/dd): 2017/04/04	Time of Reporting: 10:48 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): 2017/04/04	Time of Incident: 10:15 AM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: MUELLER HALL	
Room: 166	Other:	

Incident Details:

██████ came to me asking if I knew what could have cause a white mark on his hand. He told me he came into lab in hopes of polishing some samples, when he noticed a white, 1 inch long mark on his right knuckle. I asked him what he was doing before this, and if the mark was causing a burning sensation. He told me he came into lab, didn't have time to even start when he noticed the mark. He said it burned in the beginning, he washed his hands with soap but the white mark would not go away. I lead him to a lab, and asked him to keep washing his hands with soap. While ██████ was washing his hands I investigated the cabinet in which ██████ kept his samples. There was no hazardous or new materials that he has not worked with before, just standard alumina polishing supplies. There was a old squirt bottle with non-hazardous alumina suspension that may have seeped out and I suspect that he might have touched that while looking for his supplies. Although alumina is not hazardous, it was an old bottle. We took the squirt bottle out of the cabinet and plan to dispose of it. After ██████ washed his hand for about 10-15min the white mark went away. For future prevention measures, I told ██████ to make sure to wear gloves before trying to handle any of his supplies. In the future we can tape of the ends of the squirt bottles so that the content does not seep out. I told ██████ that if the burning sensation returns we can take him to the ER. Later in the afternoon I checked in with him, he said his hand is fine.

Attachment: **No**

Supervisor

Last Name: FERGUSON	First Name: BRYAN
Phone: +1 253 245-9150	Email: bjferg@u.washington.edu
Occupation/Position: PREDOC RES ASSOC 1	Department: MECHANICAL ENGINEERING

Classification

Level 1:
Injury or Exposure, no first aid required,

Type of Incident

Injury Description: Allergy, Sensitivity Reaction, Burn (Thermal, Chemical, Electrical),
Body Parts Affected: Hands, Wrists,
Cause of Injury or Damage: Chemicals,

Possible Causes			
Equipment:			
Environment:			
Policies / Procedures:			
Human Factors: PPE Not Used,			
Suggested corrective action by the affected party			
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: HAGGARD	First Name: ANGELINA M	Phone Number: +1 206 616-3442	Email: ahaggard@uw.edu
Occupation/Position:		Department:	
Comments: 4/5/17 forwarded to Tracy Harvey and Mark Murray - Angie Haggard			



University of Washington Accident / Incident Report

Report Number: 2017-04-035

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: RUSKOWITZ	First Name: EMILY
Phone:	Email: injury@u.washington.edu
Occupation/Position: PREDOCTORAL RESEARCH ASSISTANT	Department: CHEMICAL ENGINEERING
Date Reported (yyyy/mm/dd): 2017/04/10	Time of Reporting: 05:32 PM

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): 2017/04/10	Time of Incident: 2:45 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: BENSON HALL	
Room: 121	Other:	

Incident Details:

During Polymer Chemistry lab, [REDACTED] was weighing out Phenol in the fume hood. A small amount of the chemical got onto his right wrist at the space between his lab coat and glove. He notified the TA (myself) of a burning feeling and we immediately flushed the area with DI water for 15 minutes. We then directed [REDACTED] to Hall of Health for medical advice. The air flow in the fume hood and an ill-fitting lab coat contributed to this incident.

Attachment: **No**

Supervisor

Last Name: DEFOREST	First Name: COLE
Phone: +1 206 543-5961	Email: profcole@uw.edu
Occupation/Position: ASSISTANT PROFESSOR	Department: CHEMICAL ENGINEERING

Classification

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

Type of Incident

Injury Description: Burn (Thermal, Chemical, Electrical),
Body Parts Affected: Hands, Wrists,
Cause of Injury or Damage: Chemicals,

Possible Causes

Equipment:
Environment:
Policies / Procedures:
Human Factors: Inadequate, Improper PPE,

Suggested corrective action by the affected party

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.)
We believe the root cause of this incident is a procedure that contains the unnecessary risk of measuring out phenol, a corrosive & irritant. A contributing factor was the improper use of a lab coat that had sleeves too short to provide adequate protection from chemicals.

Recommendations/Preventive Measures:
We believe that modifying the lab procedures such that a premade phenol solution will be provided to the students will reduce the risk of an additional incident. Additionally, long gloves will be provide an additional level of protection for students. We will review chemical safety with students to help prevent another incident.

Corrective Actions Target Date (yyyy/mm/dd): 2017/04/19	Corrective Actions Complete Date (yyyy/mm/dd): 2017/04/19
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Other Comments:

EHS Review

Last Name: HARVEY	First Name: TRACY D	Phone Number: +1 206 616-3778	Email: tdy@uw.edu
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Occupation/Position:	Department:
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Comments:



University of Washington Accident / Incident Report

Report Number: 2017-04-037

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: SPALT	First Name: ELIZABETH
Phone: +1 206 897-1436	Email: espalt@u.washington.edu
Occupation/Position: RES SCI/ENGR 3	Department: EH ADMINISTRATION
Date Reported (yyyy/mm/dd): 2017/04/11	Time of Reporting: 09:31 AM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position: RESEARCH SCIENTIST	Department: CIVIL & ENVIR ENGR

Incident Details

Date of Incident (yyyy/mm/dd): 2017/04/05	Time of Incident: 10:00 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot:	
Room:	Other: Baltimore, MD	

Incident Details:

[REDACTED] was in the field setting up air monitoring equipment for a project. During off hours, he was walking alone returning to his hotel after dark and was approached by two men who assaulted him and attempted to rob him. Nothing was taken, but he was pushed down, resulting in minor scrapes/cuts and hit several times by one of the assailants. He reported the incident to the local (Baltimore) police. He provided taped verbal testimony to the Baltimore police the next day (complaint # [REDACTED]). Incident form uploaded.

Attachment: Yes

Supervisor

Last Name: LARSON	First Name: TIMOTHY
Phone: +1 206 543-6815	Email: tlarson@u.washington.edu
Occupation/Position: PROFESSOR	Department: CIVIL & ENVIR ENGR

Classification

Level 1:
Near miss (No incident occurred but it could have),
Injury requiring first aid,

Type of Incident

Injury Description: Bruise, Contusion, Cut, Laceration, Puncture, Scratch, Abrasion (Open Wound),
Body Parts Affected: Hands, Wrists, Chest, Ribs, Knees,
Cause of Injury or Damage: Violence: Patient, Staff, Visitors,

Possible Causes

Equipment:
Environment: Other,
Policies / Procedures:
Human Factors: Physical Assault,

Suggested corrective action by the affected party

A key issue that led to this incident is related to the safety of the area surrounding the place of lodging. Baltimore police described the area as extremely variable with safe and potentially unsafe areas in close proximity to each other. For future work, we will confirm with local contacts that lodging is located in a safe area. We will also request that field staff restrict their time walking alone at night unless absolutely necessary.

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.)

Safety of the surrounding area of lodging.

Recommendations/Preventive Measures:

In the future, we will confirm with local contacts that lodging is located in a safe area. We will also request that field staff restrict their time walking alone at night unless absolutely necessary.

Corrective Actions Target Date (yyyy/mm/dd):
2017/04/11

Corrective Actions Complete Date (yyyy/mm/dd):
2017/04/26

Other Comments:

In the future, we will check with local contacts the safety of the area surrounding the lodging.

EHS Review

Last Name: **HAGGARD**

First Name: **ANGELINA M**

Phone Number: **+1 206 616-3442**

Email: **ahaggard@uw.edu**

Occupation/Position:

Department:

Comments: **4/14/17 notified Pam Nathan due to an out of state incident - Angie Haggard**



University of Washington Accident / Incident Report

Report Number: 2017-04-067

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position: [REDACTED]	Department: ELECTRICAL ENGINEERING
Date Reported (yyyy/mm/dd): 2017/04/17	Time of Reporting: 09:27 AM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position: [REDACTED]	Department: ELECTRICAL ENGINEERING

Incident Details

Date of Incident (yyyy/mm/dd): 2017/01/23	Time of Incident: 1:00 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: Electrical Eng Bldg	
Room: EEB-307Q	Other:	

Incident Details:
 Cut hand on a sharp piece of metal. Got stitches at UW ER, am now fine.
 Attachment: No

Supervisor

Last Name: POOVENDRAN	First Name: RAADHAKRISHNAN
Phone: +1 206 221-6512	Email: rp3@uw.edu
Occupation/Position: PROFESSOR AND CHAIR	Department: ELECTRICAL ENGINEERING

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

Possible Causes

Equipment:
 Environment: Sharp Objects,
 Policies / Procedures: Inadequate Planning, Preparation,
 Human Factors: Inattention,

Suggested corrective action by the affected party

Unique situation - be more careful in future.

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.)

This instrument well designed with user in mind. So this led to the problems for the [REDACTED] who was opening it.

Recommendations/Preventive Measures:

Be cautious with new tools that are not user friendly.

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

2017/04/26

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

2017/04/26

Other Comments:

I have met with the [REDACTED] and gone over the details of the injury. It seems that the root cause is the faculty design that was not user friendly.

EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:



University of Washington Accident / Incident Report

Report Number: 2017-04-105

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position: CUSTODIAN	Department: CUSTODIAL SERVICES
Date Reported (yyyy/mm/dd): 2017/04/28	Time of Reporting: 09:37 AM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position: CUSTODIAN	Department: CUSTODIAL SERVICES

Incident Details

Date of Incident (yyyy/mm/dd): 2017/04/28	Time of Incident: 5:30 AM	When Shift Begins: 5:00 AM
Campus: Not assigned to Campus	Incident Location/Parking Lot: MOLECULAR ENG BLDG	
Room:	Other: 3rd Floor Lab	

Incident Details:

Yesterday (4/27/17), when I was taking out trash from the lab on the third floor, I noticed that one of the trash bins with a liner and "the usual" looking stuff in it had been placed inside one of the Fume Hoods with the glass door closed. I assumed it was because one of the lab people had thrown away something that either had fumes or had mixed with something already in the trash - creating fumes. I was happy to see it was in a ventilated space and that I didn't have to smell it.

This morning (4/28/17), however, the bin was out of the Fume Hood, and the contents were loosely tied in the liner and placed on the floor next to another trash bin that I normally handle. I placed both of the bags into the trash container on my cart, and noticed a pretty noxious smell. If you are familiar with the smell Epoxy produces when you use the blue and white combination with hardening tubes, you can get the general idea - except the smell was at least a few times stronger. I continued with my run, and the smell really started getting to me - I felt a bit queasy and flushed, and I was concerned for my health at that point.

Normally I put my cart at least partway into the bathroom when cleaning it, but I didn't do that when I went to do the bathrooms on the third floor. Instead, I left it way far away and brought my cleaning supplies with me from the cart by hand. Taking the cart onto the elevator to take downstairs to the loading dock, the fumes immediately filled the elevator with its strong smell, and I couldn't wait to get it to the outside, where at least exposure could be minimized, as I was already feeling light-headed.

I emailed the above information to Christine Lucier (Manager), and to Hassan Guyo (Custodial Supervisor II.) Hassan contacted Christopher, the building coordinator, who then asked me to remove the contents from the dumpster outside and to bring it to the second floor at 9:15 a.m., at which point he placed the contents inside a vented hood in the second floor lab to inspect the contents. He then asked me to show me where on the third floor lab and which hood I found the contents. We went to the third floor lab where we identified the hood and the lab worker who was presumably responsible for that trash.

Christopher is in the process of investigating what the contents are and if there was any potential hazardous exposure.

(Updated 5/05/17) Christopher Adams (The Molecular Bldg. Coordinator) emailed Hassan on April 28 and wrote: "... the lab is going to be reviewing their disposal procedures to either begin disposing of lab waste themselves or else to prepare it in such a way that it doesn't cause alarm in the future."

Attachment: Yes

Supervisor

Last Name: GUYO	First Name: HASSAN
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ON FILE: Affected/Injured Employee's date of birth, gender, date of hire, and hours of employment.

Phone:+1 206 616-9829	Email:hassag@uw.edu		
Occupation/Position:CUSTODIAN SUPERVISOR II	Department:CUSTODIAL SERVICES		
Classification			
Level 1: Injury or Exposure, no first aid required,			
Type of Incident			
Injury Description: Allergy, Sensitivity Reaction, Respiratory Symptom, Condition,			
Body Parts Affected: Head, Eyes, Nose, Body Systems: Internal Organs, Nervous System, Respiratory, etc.,			
Cause of Injury or Damage: Biohazardous Material, Infectious Agents, Chemicals,			
Possible Causes			
Equipment:			
Environment: Inadequate Ventilation, Air Contaminants, Chemicals,			
Policies / Procedures:			
Human Factors:			
Suggested corrective action by the affected party			
Suggest making sure that lab workers who deal with potentially hazardous fume waste take out their own trash instead of leaving a risk to a custodian who has no knowledge/experience with such chemicals.			
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.) Disposal procedure was not followed.			
Recommendations/Preventive Measures: "The lab is going to be reviewing their disposal procedures to either begin disposing of lab waste themselves or else to prepare it in such a way that it doesn't cause alarm in the future." -Christopher Adams, Building Coordinator, Molecular Engineering & Sciences.			
Corrective Actions Target Date (yyyy/mm/dd): 2017/04/28		Corrective Actions Complete Date (yyyy/mm/dd): 2017/05/05	
Other Comments: The lab is going to be reviewing their disposal procedures to either begin disposing of lab waste themselves or else to prepare it in such a way that it doesn't cause alarm in the future			
EHS Review			
Last Name:HAGGARD	First Name:ANGELINA M	Phone Number:+1 206 616-3442	Email:ahaggard@uw.edu
Occupation/Position:		Department:	
Comments:4/27/17 forwarded to Mark Murray, Tracey Harvey, Denise Bender - Angie Haggard			

University-Wide (U-Wide) Health and Safety Committee
April 12, 2017 Meeting Minutes
1:00-2:30 pm Foege N130A

	Elected Members (Group)		Appointed Members (Group)		EH&S Staff
x	Leslie Anderson (1) Chair	x	Chad Cook (2)		Jude Van Buren
x	Ryan Hawkinson (1)	x	Paul Zuchowski (3)	x	Denise Bender
	Sterling Luke (2)	x	Beth Hammermeister (4)	X	Emma Corell
	Justin Berry (3)	x	Liz Kindred (5)	x	Angelina Haggard
x	Carol Harvey (4)	x	Sonia Honeydew (9)	x	Robyn Kunsman
	Stephen Lundgren (5)		David Zuckerman (10)	x	Eleanor Wade
x	Maggie Luning (6)			x	Sheryl Schwartz
x	Tamara Leonard (6)			x	Scott D Nelson
	Melissa Banks (7)			x	Mark Murray
x	Kelly Carter-Lynn (7)			x	Doug Gallucci
	Alex Volkman (8)				Guests
x	Hannah Wilson (8)			x	Eli King, Emergency Management
	Colleen Irvin (9)			x	Alyssa Valdez, HR
x	David Warren (10)				
x	Rick Gleason (Faculty Senate)				
Labor Union Representation		Ex-Officio Members		Ex-Officio Members	
x	Paula Lukaszek, WFSE Local 1488	x	Michelle Doiron, Attorney General's Office		Chief John Vinson, UWPD
	Vacant, SEIU Local 1199	x	Tracey Mosier, Facilities Services		Jay Sedivy, Transportation Services
x	Hannah Barnett, SEIU Local 925	x	Chris Pennington, Facilities Services	x	Letty Rogers, Risk Management
	Taylor Stepien, Graduate & Professional Student Senate (GPSS), UAW 4121		Steve Charvat, Emergency Management	x	Ron Fouty, Capital Planning & Development
			Stacie Smith, Emergency Management		
		x	Eli King, Emergency Management		
*x= Present at meeting					

Agenda

1. Call to Order
 2. Approval of Meeting Minutes
 3. Continuation of Kane Hall/After Hours Emergency Discussion
 4. Organizational Group Reports
 5. Union Reports
 6. Ex-Officio Reports
 7. Environmental Health & Safety (EH&S) Updates
 8. Good of the Order
 9. Adjournment
-

Recorded by Robyn Kunsman

1. **Call to Order:** The meeting was called to order at 1:00 PM by Leslie Anderson. Letty Rogers from Claim Services was introduced.
2. **Approval of Meeting Minutes:** The March Meeting Minutes were approved as corrected.
3. **Continuation of Kane Hall/After Hours Emergency Discussion:** Leslie Anderson asked members to let her know if they are interested in leading recommendations and promoting best practices for after-hours safety on campus.
4. **Organizational Group Reports**
 - a. **Group 1:** Ryan Hawkinson reported that Group 1 met earlier today. The group reviewed the Online Accident Reporting System (OARS) reports and began the process of creating a charter for the group. Ryan shared a report regarding floor chemicals to inquire about access to stripping/waxing schedules on campus. EH&S is following up on details of this incident.
 - b. **Group 2:** Chad Cook stated that Group 2 met and reviewed OARS reports. Facilities Services brought a mop cited in an OARS report to demonstrate its splash hazard.
 - c. **Group 3:** Paul Zuchowski reported that Group 3 reviewed OARS reports. They plan to discuss creating a charter for the group at their next meeting.
 - d. **Group 4:** Beth Hammermeister reported that the Group 4 subcommittee reviewed OARS reports. A member of Hall Health shared a mumps update. Safety and security in Health Sciences was discussed, especially regarding improving and replacing lighting. Current L&I investigations, Group 4's website, and the group's draft charter was also discussed.
 - e. **Group 5:** Liz Kindred reported that Group 5 reviewed March reports. They are reviewing workplace violence incident data and training.

- f. **Group 6:** Maggie Luning reported that Group 6 met and reviewed OARS reports. They discussed the Red Square/Kane Hall incident and redirecting traffic near the Burke Gilman loading dock at Kincaid Hall. Transportation Services is working on this, and Mark Murray stated that EH&S is following up.
 - g. **Group 7:** Kelly Carter-Lynn reported that Group 7 reviewed OARS reports. Communication to campus during power outages was discussed. There is an upcoming Active Shooter training at Cascadia. Daphne Boston has been hired as their new EH&S Manager. The group is also in the process of electing a new chair for the group.
 - h. **Group 8:** Hannah Wilson reported that Group 8 reviewed OARS report. They discussed slips at the light rail crossing, parking issues, and mumps. The group met with Bothell to share health and safety concerns of small campuses.
 - i. **Group 9:** Sonia Honeydew reported that Group 9 reviewed OARS reports. Erin McKeown from EH&S presented on MyChem.
 - j. **Group 10:** David Warren reported that Group 10 reviewed OARS reports. Emergency procedures were discussed, along with the need to use radios and acquire licenses.
5. **Union Reports:** Paula Lukaszek discussed lockout-tagout failure by contractors, of which Ron Fouty responded. Emma Corell responded to her question about the EH&S new website's safety reporting feature by saying that reporters will receive a response and EH&S will track concerns based on the content and volume received.
6. **Ex-Officio Reports:** Eli King shared that the upcoming yearly exercise will be done as a tabletop by section as opposed to a full functional exercise. She reported that the CEMU has been completed and published. Updated Unit Response Center (URC) contacts are needed to provide support. UWPD and Facilities Services are creating a URC. She also warned to stay away from deer mice because of the Hantavirus.

Ron Fouty thanked parties involved in solving traffic and pedestrian issues on Mason Rd. He addressed a question about how road repairs are negotiated through contracts.

Tracy Mosier spoke for Jay Sedivy to ask if the new app (WA-SHEQ) used by L&I could be used to replace or supplement OARS. EH&S is open to looking into the app's potential to do so.

Letty Rogers shared that there have been no L&I reports involving mumps.

7. Environmental Health & Safety Updates:

Sheryl Schwartz gave an update of mumps cases at UW. There have been 31 cases since Feb 6, 2017, as reported by Seattle Public Health. 25 of 31 cases are associated with students in a fraternity or sorority or part of that community. The Mumps Strategy Group is working to control the outbreak by educating the UW community on prevention strategies.

Mark Murray introduced Scott D. Nelson, Fire Safety and Engineering Manager at EH&S.

Emma Corell gave an update on Waste Management's complaint of lack of or no access to PPE. This L&I inspection closed without any findings or penalties. L&I recommended that supervisors ensure that trainees fully comprehend BBP training if English is not their first language. Emma also reported of an open complaint in the School of Art, and recommended to all groups that chemical inventory are kept up-to-date and PPE hazard assessments be conducted.

Paula Lukaszek inquired about languages of trainings for employees whose first language is not English, and Tracy Mosier shared ways that Facilities Services has addressed such issues.

8. **Good of the Order:** Nothing was reported.
9. **Adjournment:** Leslie Anderson adjourned the meeting at 2:15 PM.

University-Wide (U-Wide) Health and Safety Committee Meeting Agenda

May 10, 2017

1:00 – 2:30 PM

William H. Foege Bldg. N-130A

<http://www.washington.edu/maps/>

Regular Attendees:

- Current University-Wide Health and Safety Committee Members
<http://www.ehs.washington.edu/ohssafcom/index.shtm>
- Environmental Health & Safety (EH&S) Staff:
Jude Van Buren, Denise Bender, Emma Corell, Angie Haggard, Robyn Kunsman

Agenda Item	Lead	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
Accident Prevention Plan (APP) Project Update	Emma Corell, EH&S	Presentation	20 min
Organizational Group Reports*	Committee Members	Discussion	20 min
Union Reports	Union Representatives	Discussion	10 min
Ex-Officio Reports	Ex-Officio Members	Discussion	10 min
EH&S Updates	Emma Corell – L&I Update	Discussion	10 min
Good of the Order	Committee Members	Discussion	10 min
Adjourn	Leslie Anderson	Robert's Rules of Order	

*Organizational Group Reports include topics covered at their most recent meeting

Please send ideas for agenda items to Leslie Anderson at least 2 weeks prior to our meetings.