

Agenda – August 27, 2018
Group 9 (College of Engineering) Health and Safety Committee

1. Attending

Eliot George for Fiona Spencer, AA
Colleen Irvin, BioE
Sean Yeung, CEE
Michael Pomfret, CEI
Kameron Harmon, ChemE
S. Honeydew or M. Glidden, CoE DO
Sophie Ostlund, CSE
John Young, EE

Angie Haggard, EH&S
Stacia Green, HCDE
Sheila Prusa, ISE
Bill Kuykendall, ME
Chris Adams, MoES/NanoES
Tatyana Galenko, MSE
Michael Khbeis, WNF

2. Previous Meeting Minutes

- July 2018 – approve? Corrections?
- Previous meeting minutes are posted at <https://www.engr.washington.edu/mycoe/safety#>

3. Department Incident Reports

- ChemE – drawer fell into shin, causing bruise (July)
- CSE – guest had peanut allergy reaction (July)
- ISE – accidental Freon leak from fridge (July)

4. Group Business

- Review protocol for when L&I or Dept of Ecology shows up at a lab/dept. – Sonia
- CoE building evacuation drill update, and reminder to send FSEP to Diana Z. – Sonia
- Review the core APP for Emma annually (per WAC) to suggest improvements, and note time/difficulty of review process. – All
- UWPD's building safety task force update – Chris
- FS BC Guiding Coalition update – Sonia/Colleen

5. UW-Wide Meeting

- July minutes attached
- Aug agenda attached. Highlights:
 - APP: should be part of onboarding in safety orientation – make sure employee familiar with APP. Not a template but a document (core plan), updated yearly.
 - Presentation: CoE and College of Environment's safety resources, e.g. MyCoE Emergency & Safety Info, and Group 9 shared drive resources.
 - L&I report: WNF engineers very knowledgeable in description of training, physical safeguards, and equipment.
 - EH&S update: with Mark Murray gone, Scott Nelson reporting to Denise; fume hood and biosafety cabinet testers now report to Tracy Harvey. Katia Harb filling Jude's position in interim until new hire.
 - UWEM: Without Stacie, UW seismic program on hold. Thurs 9/7 @ 7am indoor alert system test (always first Thursday after Labor Day).

6. Department Updates

Next Meeting: September 24th at 3pm, in Loew 355

DRAFT Meeting Minutes

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

Meeting Date: July 30, 2018

Attended

Fiona Spencer, AA

Colleen Irvin, BioE

Michael Pomfret, CEI

Alex Lefort for Sophie Ostlund, CSE

Sonia Honeydew, DO

John Young, EE

Stacia Green, HCDE

Sheila Prusa, ISE

Bill Kuykendall, ME

Chris Adams, MoIES/NanoES

Tatyana Galenko, MSE

Michael Khbeis, WNF

Absent

J. Sean Yeung, CEE

Kameron Harmon, ChemE

Angie Haggard, EH&S

Previous Meeting Minutes

- June 2018 – draft approved *with corrections*
- Previous meeting minutes are at: <https://www.engr.washington.edu/mycoe/safety#>

Incident Reports

- EE – trip and fall at library entrance (June). Stairs in good shape. Nothing further.
- ChemE – fire in printer oven where wires touched bulbs, at Bowman (May). Insulation designed to self-extinguish. Wiring improperly installed by manufacturer – checked other five lamps and all fine. Waited with fire extinguisher, but did not have to use it. Now protocol involves checking lamps before each use.

Group Business

- Everyone review the core APP for Emma. Suggest improvements, and note time/difficulty of review process. Group suggests we will get better traction on this after summer months.
- UWPD's Building Safety Task Force update (Chris) – Chris joined groups 1 (Access Management issues) and 2 (Compliance and Regulatory issues). There is also a group 3 studying how to educate people campus-wide on Security Practices. Chris will add meeting minutes to our shared drive.

DRAFT Meeting Minutes

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

- FS' BC Guiding Coalition update (Sonia and Colleen) – Group listened to draft of BC survey, gave input. BCGC also working on a first annual BC conference this September, with concurrent sessions that will allow BCs to dive deeper into topics of interest with experts. Note that the FS quarterly BC forums now include networking time for BCs.

UW-Wide Meeting

- June minutes in packet.
- July agenda attached. Highlights:
 - EH&S asked whether there was a need to pursue a pilot program for personal needle collection on campus. EH&S sharps page now has FAQ on disposal procedures. If see sharps on sidewalk don't pick up; call EH&S who will coordinate with FS etc. If dept decides want container, EH&S will connect dept to Waste Mgmt vendor. The hospital and a few dorms already have some unadvertised collection sites. It is uncommon to have problems with personal sharps improperly disposed on campus, except at campsites. U-wide discussed desire for consistency across campus, and asked for link to sharps disposal info in APP.
 - Special Olympics event very successful.
 - Formal LEAN launch soon re: special event planning process.
 - Jay Sedivy left Transportation Services. EH&S is losing Phil Numoto, Mark Murray, Jude Van Buren; Emma Corell's out Oct-Dec. New ergonomic self-assessment tool will launch in next month.
 - Group 1 incident with non-ratchet device for securing big loads. Group 2 found longer nitrile gloves (go further up arm) at FS PPE fair. UWEM said Special Olympics very successful, but near miss with permitting for July 4th event reiterated the need for a standardized event planning checklist for vendors and campus users. (Chris interested in LEAN group.)

Department Updates

- Revisited last month's discussion that departments are responsible for OARS reports, though building management input is welcome and greatly helpful. With Mol/NanoES and CEI now "consolidated collaborative core", these groups are less affiliated with departments. Now there are many people not under depts at CEI. Mol/NanoES still individual PIs but Molecular Analysis Facility, and Testbed, now collaborative core. Dean's Office and EH&S must discuss...

DRAFT Meeting Minutes

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

- BioE – redeveloping policy on outsider access to space. Otherwise quiet.
- EE and CSE – building hours close at 5pm now so less campers in building. Café open until 2pm so that provides some public presence during summer months.
- MSE – more burglaries. Evacuation drill went well, even with a class going, but need to identify Evac Warden for one floor.
- ME – Only burglaries food, laptop 1.5 years ago out of faculty office, and a suspicious person sighting. Have been getting police sweeps of MEB and changed building hours, though the building is not consistently locked on Saturdays. Noted that the FS website of building hours is not followed in practice (locking at 11:30pm instead of 8:30pm). Had evacuation drill; most wardens gone but it went OK except one faculty member who tried to stay in, and a little tough to get people away from building front to EAP across street. Happy the front door entrance has been reopened.
- Group suggests EH&S start doing annual drills during school year, when they will be more effective.
- ISE – incident while thawing refrigerator with screwdriver, frion broke through (haz waste), EH&S came, reported and investigated. Nurse followed up three days later and found no symptoms.
- Mol/NanoES – security incidents that BC only heard about secondhand, much later. Someone talked their way in, when questioned got belligerent and broke glassware, UWPD came, arrest made. Referred Chris to sector sergeant to get in communication loop for building reports.
- AA – did lab walk through today. Can compressed gas really be secured with only one strap? This was on an optical table.
- CSE – had incident and OARS report coming – allergic reaction to peanuts at an event. Card for dish did not have all ingredients listed. Used own epi pen, ambulance came, conscious when loaded.
- HCDE – Sieg elevator still out. Lots of work delayed, like moving offices. When is it too hot for people to work in offices? Sonia ask EH&S and share answer with group. Sieg evacuation went well; since earlier fire now have Evac Wardens listed on clipboards.
- Two suitcases left on Vista. UWPD called and arrived in 4.5 minutes. King County bomb-sniffing dog, too. Good response! Someone just left their bags for a few minutes.

DRAFT Meeting Minutes

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

- Fluke – has to have quarterly evac drill because of hazard levels. Balance surprise with need to protect experiment losses (don't want clients to lose samples). Recent one a surprise, and will follow up on a student who went back and reached into fume hood without PPE (saw on cameras). Separately: N.Sea college intern working with vapor HF equipment (vacuum subatmospheric process, inside chamber only) said eyes and nose burning, went to ER. He had a cold. The equipment has an exhaust system for redundancy but exposure should not be possible anyway. EH&S aware. Person involved was offered job tasks without hazards (accomodation). He filed a complaint with OSHA & L&I on alleged HF burn and resigned. L&I should be following up.

Next Meeting

- Aug 27th 2018 at 3pm, in Loew 355



University of Washington Accident / Incident Report

Report Number: 2018-07-025

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: [REDACTED]	Email: [REDACTED]
Occupation/Position: [REDACTED]	Department: ENG: Chemical Engineering- Staff
Date Reported (yyyy/mm/dd): 2018/07/10	Time of Reporting: 11:33 AM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: [REDACTED]	Email: [REDACTED]
Occupation/Position: [REDACTED]	Department: ENG: Chemical Engineering- Staff

Incident Details

Date of Incident (yyyy/mm/dd): 2018/07/06	Time of Incident: 9:15 AM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: BENSON HALL	
Room: 303	Other:	

Incident Details:

With the help of student assistant, lifted a cabinet drawer at a 45 degree angle to pull out for more space. The bottom door then slid out and the metal hit my right shin. Minor pain at the time of impact. Since then, as of 7/10/18, hurts when I touch resulting bruise. Already taking necessary precautions with ice therapy and rest.

Attachment: **Yes**

Supervisor

Last Name: Carnes	First Name: Debbie
Phone: +1 206 685-8364	Email: drae@uw.edu
Occupation/Position: ADMINISTRATOR	Department: ENG: Chemical Engineering

Classification

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

Type of Incident

Injury Description: **Bruise, Contusion,**

Body Parts Affected: **Legs,**

Cause of Injury or Damage: **Contact with Object: Bumped into Something, Struck or Pinched by Moving Object,**

Possible Causes

Equipment: **Other,**

Environment:

Policies / Procedures:

Human Factors:

Suggested corrective action by the affected party

Probably just have someone else hold the drawer doors next time the cabinet is being moved?

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.)
Two people moved a file cabinet by tilting it, resulting in the drawer flying open unexpectedly.

Recommendations/Preventive Measures:
Slide the file cabinet on the floor without lifting or tilting. Alternatively, the cabinet could be emptied and the drawer taped shut to prevent accidental drawer opening.

Corrective Actions Target Date (yyyy/mm/dd): 2018/07/11	Corrective Actions Complete Date (yyyy/mm/dd): 2018/07/11
---	---

Other Comments:

EHS Review

Last Name:	First Name:	Phone Number:	Email:
------------	-------------	---------------	--------

Occupation/Position:	Department:
----------------------	-------------

Comments:





University of Washington Accident / Incident Report

Report Number: 2018-07-042

Contact EH&S at 206-543-7388

Person Reporting Incident

Last Name: Lefort	First Name: Alexander
Phone: +1 206 685-9198	Email: aalefort@uw.edu
Occupation/Position: ADMINISTRATIVE ASSISTANT 3 (NE S SEIU 925 NON SUPV)	Department: ENG: Computer Science & Eng - Ostlund
Date Reported (yyyy/mm/dd): 2018/07/17	Time of Reporting: 08:43 AM

Person Involved or Affected

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

Incident Details

Date of Incident (yyyy/mm/dd): 2018/07/16	Time of Incident: 5:30 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot: ALLEN CENTER FOR	
Room: Atrium	Other:	

Incident Details:

A conference guest reacted to a peanut allergy from a catered dish ("Sesame Noodle Salad") where the tag did not disclose the ingredient. The guest utilized an EpiPen and 9-1-1 was called. Paramedics arrived shortly after. After ten minutes, the guest was able to walk with them to the ambulance. The guest spent several hours at the ER before being released to go home.

Attachment: **No**

Supervisor

Last Name: Ostlund	First Name: Sophie
Phone: +1 206 221-6351	Email: sostlund@uw.edu
Occupation/Position: OPERATIONS & EVENTS PROGRAM MANAGER	Department: ENG: Computer Science & Eng- Facilities

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,**

Body Parts Affected: **Body Systems: Internal Organs, Nervous System, Respiratory, etc.,**

Cause of Injury or Damage: **Other,**

Possible Causes

Equipment: **Other,**

Environment: **Other,**

Policies / Procedures: **Inadequate Instructions, Procedures, Other,**

Human Factors: **Inattention,**

Suggested corrective action by the affected party

[report filed on behalf of the affected party; we have not solicited corrective action from them at this point]

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.)

Root causes:

1. Incorrect understanding of Bay Laurel's labeling procedure re: allergens. "GF/V" are standard inclusions on their labels, but other major allergens (nuts, seafood, eggs) are not.
2. Due to #1, failure to adequately report allergy to caterer so that labels would be updated or ingredient(s) would be omitted.

Recommendations/Preventive Measures:

Moving forward, we will:

1. Send a full list of allergies / intolerances to caterers prior to the event so that allergens are either omitted or clearly marked on each dish. We will review allergen policies for commonly used vendors to make sure our actions align with their policies to ensure safe meals.
2. When possible, provide a menu for each meal in advance with allergens marked to guests. If not possible, we will communicate with them in advance about whether they can safely eat the food at a particular meal, or whether they should bring their own food. (Prior to this, policy had defaulted to relying on clear labeling from vendors. Full list of "Safe" items communicated to guests who reached out with questions, but we did not proactively send the information out.)
3. We will check with the caterer that allergens are clearly marked (or omitted) from dishes upon delivery.

Corrective Actions Target Date (yyyy/mm/dd):
2018/07/17

Corrective Actions Complete Date (yyyy/mm/dd):
2018/07/17

Other Comments:

Currently gathering more information from Bay Laurel (unsure whether peanuts were an ingredient, or cross contamination occurred). Writing procedure for internal use re: allergy accommodations at catered events.

EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:



University of Washington Accident / Incident Report

Report Number: 2018-07-045

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: ENG: Industrial & Systems Engineering
Date Reported (yyyy/mm/dd): 2018/07/17	Time of Reporting: 12:41 PM

Person Involved or Affected

Last Name: [REDACTED]	First Name: [REDACTED]
Phone: +1 [REDACTED]	Email: [REDACTED]
Occupation/Position [REDACTED]	Department: ENG: Industrial & Systems Engineering

Incident Details

Date of Incident (yyyy/mm/dd): 2018/07/16	Time of Incident: 3:00 PM	When Shift Begins: 9:00 AM
Campus: Seattle	Incident Location/Parking Lot:	
Room: G6b	Other: Mechanical Engineering	

Incident Details:
Small refrigerator punctured and freon leaked out.
 Attachment: **No**

Supervisor

Last Name: Boyle	First Name: Linda
Phone: +1 206 616-0245	Email: linda@uw.edu
Occupation/Position: PROFESSOR AND CHAIR	Department: PROV: College of Engineering

Classification

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

Type of Incident

Injury Description: **None,**
 Body Parts Affected: **Hands, Wrists,**
 Cause of Injury or Damage: **Other,**

Possible Causes

Equipment:
 Environment:
 Policies / Procedures:
 Human Factors: **Inattention, Rushing,**

Suggested corrective action by the affected party

Don't use something sharp to defrost a refrigerator.

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.)

The equipment used with the refrigerator was not suppose to use for the refrigerator.

Recommendations/Preventive Measures:

The employee knows not to use that tool/equipment for a refrigerator again.

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

2018/07/17

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

2018/07/17

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:**7/17/18 forwarded to Denise Bender**

U-WIDE HEALTH AND SAFETY COMMITTEE

July 11, 2018 Meeting Minutes | 1-2:30 PM; Foegen N130A

	Elected Members (HSC-Group)		Appointed Members (HSC-Group)		Environmental Health & Safety (EH&S) Staff
X	Leslie Anderson, Co-Chair (1)	X	Paul Zuchowski (3)		Jude Van Buren
X	Fietta Robinson (1)		Beth Hammermeister (4)	X	Denise Bender
	Sterling Luke (2)	X	Liz Kindred, Co-Chair (5)	X	Emma Corell
	Michelle Mazzei (2)	X	Sonia Honeydew (9)	X	Angelina Haggard
X	Leyla Salmassi (3)		David Zuckerman (10)		
X	Carol Harvey (4)	X	Nicole Sanderson (7)		
X	Ann Aumann (5)				
	Natassia Stelmaszek (6)				
	Beth Ramage (6)				Guests
	Kelly Carter-Lynn (7)			X	Katia Harb
	David Hirschberg (8)			X	Judy Cashman
X	Hannah Wilson (8)			X	Doug Gallucci
	Kameron Harmon (9)				
	David Warren (10)				
X	Lesley Colby (Faculty Senate)				
	Labor Union Representation		Ex-Officio Members		Ex-Officio Members
	Paula Lukaszek, WFSE Local 1488	X	Tracey Mosier, Facilities Services		Felicia Foster, Atty General's Office
	Taylor Stepien, Graduate & Professional Student Senate (GPSS), UAW 4121		Chris Pennington, Facilities Services		Margaret Graves, Atty General's Office
	Vacant, SEIU Local 1199	X	Steve Charvat, Emergency Management		Chief John Vinson, UWPD
			Stacie Louviere, Emergency Management		Vacant, Transportation Services
			Eli King, Emergency Management		Vacant, Claims Services
			Megan Levy, Emergency Management		Vacant, Capital Planning & Development
			Rick Gleason, DEOHS		Lt. Chris Jaross, UWPD
*x= Present at meeting (quorum = 11 elected and appointed members)					

Agenda

1. **Call to Order and Introductions**
2. **Approval of June Meeting Minutes**
3. **Disposal of Needles at UW Presentation**
4. **UW Building Safety Taskforce Update**
5. **EH&S and Labor & Industries Reports**
6. **Organizational Group Reports**
7. **Union and Ex-Officio Reports**
8. **Good of the Order**
9. **Adjourn**

Recorded by Angie Haggard

1. **Call to Order and Introductions:** Leslie Anderson called the meeting to order at 1:05 p.m.

Lesley Colby was inducted as the Faculty Senate member for the 2018-9 term.

2. **Approval of June Meeting Minutes:** The June meeting minutes were approved as written.
3. **Disposal of Needles at UW:** Presentation given by Katia Harb, Assistant Director, Research and Occupational Safety, EH&S. State and Federal regulations govern sharps use and waste disposal. Judy Cashman, Occupational Health Nurse Supervisor, is the Bloodborne Pathogens (BBP) program manager. Sharps generated by UW work must be sterilized prior to disposal. Personal sharps disposal varies based on the local health department jurisdiction. Contact EH&S to help assist in the coordination of disposal process if a department or organization wants to provide personal sharps containers. Katia Harb's team will continue to evaluate if an initiative is needed to develop and maintain central sharps disposal locations. If an exposure to a bloodborne pathogen occurs call your Employee Health Center and submit an OARS report.
4. **UW Building Safety Taskforce Update:** No updates.
5. **EH&S and Labor & Industries Reports:** Emma Corell stated there is an open Labor & Industries inspection at Harborview Medical Center involving employees and laundering uniforms. The inspection is currently in the employee interview phase.

Denise Bender announced that Phil Numoto (Industrial Hygienist) is retiring at the end of July and that Robyn Kunsman (Health & Safety Coordinator) took another position within Research and Occupational Safety in EH&S. Both positions will be

filled. An online ergonomic self-assessment tool will be available before the end of the year.

Katia Harb announced additional EH&S staff changes. Mark Murray, Assistant Director, Building Fire & Safety, is retiring and his last day will be July 20. Also, Jude Van Buren, Senior Director, is retiring October 1 of this year. Patricia Clayton, Occupational Health Nurse, retired.

6. Organizational Group Reports and Special Olympics Update

- a. **Group 1:** Fieta Robinson reported that Group 1 met earlier today. The group reviewed the Online Accident Reporting System (OARS) reports. Committee members shared their volunteer and personal experiences participating in the 2018 Special Olympics USA games held in Seattle July 1-6. The committee discussed an Applied Physics Lab incident that occurred while delivering research equipment out of state. Denise Bender stated there will be a Safety Alert regarding this incident in the EH&S newsletter. The committee is working on department Business Continuity Plans and reviewing the Accident Prevention Plan.
- b. **Group 2:** Angie Haggard reported that Group 2 last met on June 14. The committee discussed reporting slip, trip, and fall hazards to the Facilities Services Customer Care team. Facilities Services Personal Protective Equipment (PPE) Fair was successful.
- c. **Group 3:** Paul Zuchowski reported Group 3 reviewed OARS reports. Committee members reviewed an OARS report involving a slip and fall in a walk-in freezer and recommended a no slip mat be purchased. Paul presented Angie Haggard with the 2018 Gold Star Award.
- d. **Group 4:** Carol Harvey reported that the Group 4 subcommittee reviewed OARS reports and discussed the mercury thermometer swap program. Phil Numoto presented on ergonomics and led the committee member's through how to adjust an office chair. The Primate Center has a best practice of sending out monthly training reports as a tool to monitor training requirements.
- e. **Group 5:** Liz Kindred reported that Group 5 caught up on reviewing reports since they did not meet in May due to Memorial Day. Currently there is roof work resulting in smell related complaints even though all chemicals are pre-approved. The committee discussed clarifying the definition of a Workplace Violence incident. Group 5 is hosting the U-Wide committee in September which will include a presentation from Stop the Bleed.

- f. **Group 6:** No representation.
 - g. **Group 7:** Nicole Sanderson stated the UW Bothell meeting was rescheduled from July 10 to July 17.
 - h. **Group 8** Hannah Wilson reported Group 8 reviewed OARS reports and held first aid training. They are reviewing the Accident Prevention Plan.
 - i. **Group 9:** Sonia Honeydew reported that Group 9 reviewed OARS reports. Megan Levy from UW Emergency Management presented on the Business Continuity program. Group 9 is reviewing the Accident Prevention Plan. Group 9 committee expressed concern about the summer camp drop off and pick up locations. U-Wide committee members suggested reaching out to Caroline Shelton, Director, Office for Youth Programs Development and Support.
 - j. **Group 10:** David Zuckerman reported that Group 10 reviewed OARS reports. Angie Haggard provided an update. Committee members working on their respective department supplements to the Accident Prevention Plan i.e. field work, trailers, research ships, outdoor education, small boats.
7. **Union Reports:** No representation.
8. **Ex-Officio Reports:** Steve Charvat reported that the 2018 Special Olympics USA were a successful event due to all the preplanning. There were no fatalities. A finger amputation of an athlete occurred in the residence hall. A permitting snafu by vendors almost resulted in cancelling the Fourth of July event planned for the athletes and their families. Steve reiterated the need for a standardized event checklist. Steve announced that Stacy (Smith) Louviere has taken a position in the private sector. Denise Bender complimented UW Emergency Management staff on their role with the Special Olympics. Emma Corell gave kudos to the HUB staff for their handling of the food service in the Husky Den.
9. **Good of the Order:** Ann Aumann asked who to talk to about traffic control regarding crosswalks. Committee Members replied that the Ex Officio position for Transportation Services is currently vacant.
10. **Adjourn:** Leslie Anderson adjourned the meeting at 2:26p.m.

University-Wide (U-Wide) Health and Safety Committee Meeting Agenda
August 8, 2018
1:00 p.m. – 2:30 p.m.

William H. Foege Bldg. N-130A
<http://www.washington.edu/maps/>

Regular Attendees:

- Current U-Wide Health and Safety Committee Members
<https://www.ehs.washington.edu/workplace/health-and-safety-committees>
- Environmental Health & Safety (EH&S) Staff:
 Jude Van Buren, Denise Bender, Emma Corell, Angie Haggard

Agenda Items	Persons Responsible	Process	Time
Call to Order and Introductions	Leslie Anderson, Co-Chair	Robert's Rules of Order	5 min
Approve July Meeting Minutes	Committee Members	Robert's Rules of Order	5 min
September Meeting at HMC Logistics	Emma Corell, EH&S	Discussion	5 min
APP Annual Update	Committee Members	Discussion	10 min
School and College Safety Resources	David Warren Sonia Honeydew	Presentation	20 min
EH&S Reports	WA Labor & Industries Update Jude Van Buren, EH&S Updates	Presentation	10 min
Organizational Group Reports*	Committee Members	Discussion	20 min
Union and Ex Officio Reports	Union Representatives and Ex-Officio's	Discussion	5 min
Recognition for Jude Van Buren	Committee Members	Discussion	10 min
Adjourn	Leslie Anderson, Co-Chair	Robert's Rules of Order	

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

Please send ideas for agenda items to the U-Wide Co-Chairs (Leslie Anderson and Liz Kindred) at least 2 weeks prior to our meetings.