

**Draft Agenda – October 27, 2014**  
**Group 9 Health and Safety Committee (College of Engineering)**

**1. Attending:**

Chris Adams, MoES  
Emma Alder, EH/S  
Cassie Atkinson-Edwards, HCDE  
Arne Biermans, ChemE  
Tracy Erbeck, CSE  
Michael Glidden, DO  
Sonia Honeydew, BioE

Bill Kuykendall, ME  
Sheila Prusa, ISE  
Fiona Spencer, AA  
Karen Wetterhahn, MSE  
Sean Yeung, CEE  
John Young, EE

**2. Absent**

**3. Previous Meeting Minutes**

- See attached

**4. Department Incident Reports(from past)**

- EE – fainting at MFF

**5. Department Incident Reports(current)**

- CEE – Finger cut on stir plate
- EE – Electric shock

**6. UW Wide meeting**

- Workers's Compensation Claims 2014 Reports
- Summary of WA LI Activities

**7. Department update**

**Draft Meeting Notes – September 29, 2014**  
**Group 9 Health and Safety Committee (College of Engineering)**

**1. Attending:**

Chris Adams, MoES  
Emma Alder, EH/S  
Cassie Atkinson-Edwards, HCDE  
Tracy Erbeck, CSE  
Michael Glidden, DO

Sonia Honeydew, BioE  
Bill Kuykendall, ME  
Sheila Prusa, ISE  
Sean Yeung, CEE

**2. Absent**

Arne Biermans, ChemE  
Fiona Spencer, AA

Karen Wetterhahn, MSE  
John Young, EE

**3. Previous Meeting Minutes**

- See attached

**4. Department Incident Reports(from past)**

- NA

**5. Department Incident Reports(current)**

- CEE – pinky finger crushed (more people handling items at one time)
- BioE – gas smell (unable to determine specific location – wind direction being observed closer next time)
- Campus - CSE – chemicals from Roberts Hall (see report attached)
- EE – fainting at MFF (EE to follow up next time)
- CEE – needle prick (housekeeping to be addresses)
- CEE – glass shattered in hallway (housekeeping to be addresses)

**6. UW Wide meeting**

- August – midyear OARS reports
- September – outreach efforts

**7. Department update**

- MoES – NA
- CSE – NA
- HCDE – Fire doors (Dale / John) and toilet paper men's restroom
- ISE – NA
- EHS – NA
- ME – Formula car concern (establish "lab" safety manual for clubs)
- BioE – ARCF (construction begins October), Student led initiative, Cell coverage project

# Accident Summary Report

## HSC 9

8/1/2014 to 8/31/2014

| <i>Case#</i> | <i>Org Name</i>            | <i>Job Title</i>                        | <i>Date Reported</i> | <i>Employee Activity</i>  | <i>Supervisor Corrective Action</i>  |
|--------------|----------------------------|---|----------------------|---|--|
| 2014-08-027  | COMPUTER<br>SCIENCE & ENGR | [REDACTED]                              | 8/8/2014             | adverse reaction to Roberts Hall chem fume release  | The situation was caused by an external release of gas from a lab in another building. However, we were not informed of the details of the situation or told how to respond to it. In the future, we need more information and we need somebody who is knowledgeable in environmental issues to be available to tell us what to do.  |
| 2014-08-030  | ELECTRICAL<br>ENGINEERING  | SR.<br>MICROFABRIC<br>ATION<br>ENGINEER | 8/11/2014            | [REDACTED] was shadowing Scott Heron in the Washington Nanofabrication Facility on Monday, August 11th. While watching a demonstration of photolithography, [REDACTED] began to feel dizzy and her vision began to get hazy. She sat down, hoping that would make her feel better. That did not work, so she stood up, then sat down again. She decided she needed to leave the lab, and then told Erik Nilsson that she was going to leave. She took approximately two steps, then fainted. Erik caught her on the way down. She woke up a few seconds later, and is now feeling better. |  |
| 2014-08-048  | CIVIL & ENVIR<br>ENGR      | PREDOC RES<br>ASSOC 1                   | 8/18/2014            | Pricked with needle, which was protruding from used pipet tip box. Person involved was cleaning up mess left by another individual, and did not place needle into improper waste receptacle.  | Proper disposal of sharps and hard plastics should be reviewed with the users of the area. The importance of closing disposal containers when full should additionally be reviewed.  |
| 2014-08-057  | CIVIL & ENVIR<br>ENGR      |   | 8/21/2014            | Two empty glass bottles dropped in hallway and shattered. Bottles lost balance on a tray being held in one hand. Bottles were contaminated by low concentrations of <i>Cryptosporidium parvum</i> oocysts. Hallway was not in use due to time of day. Glass and liquid remained on the ground prior to disinfection. Disinfectant not readily available. However, ozone was generated to disinfect floor of hallway (30 min contact time). PI and grad student present for clean-up. All waste disposed as biohazardous waste.  | We have re-evaluated procedures for transporting biohazardous agents between labs, and will now ensure that whenever transport is necessary, samples will always be carried within breakage- and chemical-resistant secondary containment. In addition, anytime transport of biohazardous materials is required, the route of transport will be carefully evaluated in advance to ensure that the risk of accidents is minimized. Undergraduates will be accompanied by a graduate student or the PI at all times when handling or otherwise coming into contact with biohazardous materials. In the future, in order to ensure that Sporox is always on hand in the event of a spill, we will keep a minimum of two 1 gallon containers on hand (one open/one closed) - always making sure to order a new bottle once less than 1/2 gallon of Sporox remains in the open container. |



# University of Washington Accident / Incident Report

Report Number: 2014-08-030

Contact EH&S at 206-543-7262

## Person Reporting Incident

|   |   |
|---|---|
| Last Name: <b>LINGLEY</b>                                 | First Name: <b>ANDREW</b>                 |
| Phone:  | Email: <b>alingley@uw.edu</b>             |
| Occupation/Position: <b>SR. MICROFABRICATION ENGINEER</b> | Department: <b>ELECTRICAL ENGINEERING</b> |
| Date Reported (yyyy/mm/dd): <b>2014/08/11</b>             | Time of Reporting: <b>11:04 AM</b>        |

## Person Involved or Affected

|                              |                               |
|------------------------------|-------------------------------|
| Last Name: <b>[REDACTED]</b> | First Name: <b>[REDACTED]</b> |
| Phone:                       | Email:                        |
| Occupation/Position:         | Department: <b>Public</b>     |

## Incident Details

|  |  |                               |
|--|--|-------------------------------|
| Date of Incident (yyyy/mm/dd): <b>2014/08/11</b> | Time of Incident: <b>10:45 AM</b>                | When Shift Begins: <b>N/A</b> |
| Campus: <b>Seattle</b>                           | Incident Location/Parking Lot: <b>FLUKE HALL</b> |                               |
| Room: <b>125</b>                                 | Other:   |                               |

Incident Details:

**[REDACTED]** was shadowing Scott Heron in the Washington Nanofabrication Facility on Monday, August 11th. While watching a demonstration of photolithography, **[REDACTED]** began to feel dizzy and her vision began to get hazy. She sat down, hoping that would make her feel better. That did not work, so she stood up, then sat down again. She decided she needed to leave the lab, and then told Erik Nilsson that she was going to leave. She took approximately two steps, then fainted. Erik caught her on the way down. She woke up a few seconds later, and is now feeling better.

Attachment: **No**

## Supervisor

|  |   |
|--|---|
| Last Name: <b>KHBEIS</b>   | First Name: <b>MICHAEL</b>                |
| Phone: <b>+1 206 543-5101</b>  | Email: <b>khbeis@uw.edu</b>               |
| Occupation/Position: <b>ASSOCIATE DIRECTOR<br/>MICROFABRICATION FACILITY</b> | Department: <b>ELECTRICAL ENGINEERING</b> |

## Classification

Level 1:  
**Loss of consciousness,**

## Type of Incident

Nature of Injury: **Loss of Consciousness,**

Body Parts Affected: **None,**

What caused the harm: **None, Other,**

## Possible Causes

Equipment:

Environment: **Heat Stress,**

Policies / Procedures:

Human Factors:

**Suggested corrective action by the affected party**

Pay attention to body indicators. Cool off on hot days before entering lab.

**Supervisor's Comments**

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

Recommendations/Preventive Measures:

|  |  |
|--|--|
| Corrective Actions Target Date (yyyy/mm/dd): | Corrective Actions Complete Date (yyyy/mm/dd): |
|--|--|

Other Comments:

**EHS Review**

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


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

Comments:

# Accident Summary Report

## HSC 9

9/1/2014 to 9/30/2014

| <i>Case#</i> | <i>Org Name</i>           | <i>Job Title</i>  | <i>Date Reported</i> | <i>Employee Activity</i>   | <i>Supervisor Corrective Action</i>  |
|--------------|---------------------------|---|----------------------|--|--|
| 2014-09-003  | CIVIL & ENVIR<br>ENGR     |   | 9/5/2014             | Stir plate being moved from cart to underneath lab bench. Piece of loose plastic inside stir plate (wedged in ventilation slits), cut right ring finger. Set stir plate down, wiped off blood with wet paper towel, washed hand with soap and water, cleaned up blood drips on floor with methanol. Band aid applied from first aid kit in adjacent lab (nearest first aid kit was out of small band aids). Next day: removed sharp plastic piece from inside stir plate.  | The chipped surface of the stir plate was coated with a silicone sealant to ensure that sharp surfaces are no longer exposed. Personnel have been advised to be cautious when handling these particular stir plates.   |
| 2014-09-031  | ELECTRICAL<br>ENGINEERING |  | 9/17/2014            | During removal of some cubicles it was necessary to remove three power drops from the overhead distribution busses. In the process of removing one of these drops a removed ground wire contacted an exposed buss terminal and energized the conduit of the drop and the metal ceiling grid to which I was holding on to resulting in a moderate electric shock in my left arm. There was some tingling afterwards but no apparent immediate effect. There was some soreness in the arm 24 hours later. After 48 hours, I was having mood changes, migraine headaches and dizziness that continued through Saturday at which point I sought medical examination at Group Health urgent care. They found some indication of muscle damage but no issues requiring immediate treatment and referred me for follow-up examination by Occupational Medicine. | While time pressures and deadlines exist, the programmatic requirements never supersede safety protocols and standards. If there was an electrical service that needed to be disconnected, it should have been reported back to me to coordinate with UW electricians to demo the service properly. Furthermore, electrical work in the buss ducts require the buss duct to be shutdown and for electricians to follow normal lockout/tag-out protocols. |



# University of Washington Accident / Incident Report

Report Number: 2014-09-003

Contact EH&S at 206-543-7262

## Person Reporting Incident

|  |   |
|--|---|
| Last Name: <b>YEUNG</b>                        | First Name: <b>JEREMY</b>                 |
| Phone: +1 206 543-2547                         | Email: <b>jsean@u.washington.edu</b>      |
| Occupation/Position: <b>LABORATORY MANAGER</b> | Department: <b>CIVIL &amp; ENVIR ENGR</b> |
| Date Reported (yyyy/mm/dd): <b>2014/09/05</b>  | Time of Reporting: <b>09:39 AM</b>        |

## Person Involved or Affected

|                       |  |
|-----------------------|--|
| Last Name: [REDACTED] | First Name: [REDACTED]                   |
| Phone:                | Email:                                   |
| Occupation/Position:  | Department: <b>Undergraduate Student</b> |

## Incident Details

|  |   |                               |
|--|---|-------------------------------|
| Date of Incident (yyyy/mm/dd): <b>2014/09/04</b> | Time of Incident: <b>9:00 PM</b>                | When Shift Begins: <b>N/A</b> |
| Campus: <b>Seattle</b>                           | Incident Location/Parking Lot: <b>MORE HALL</b> |                               |
| Room: <b>324A</b>                                | Other:  |                               |

Incident Details:

Stir plate being moved from cart to underneath lab bench. Piece of loose plastic inside stir plate (wedged in ventilation slits), cut right ring finger. Set stir plate down, wiped off blood with wet paper towel, washed hand with soap and water, cleaned up blood drips on floor with methanol. Band aid applied from first aid kit in adjacent lab (nearest first aid kit was out of small band aids). Next day: removed sharp plastic piece from inside stir plate.

Attachment: **No**

## Supervisor

|   |   |
|---|---|
| Last Name: <b>DODD</b>                          | First Name: <b>MICHAEL</b>                |
| Phone: +1 206 685-7583                          | Email: <b>doddm@u.washington.edu</b>      |
| Occupation/Position: <b>ASSISTANT PROFESSOR</b> | Department: <b>CIVIL &amp; ENVIR ENGR</b> |

## Classification

Level 1:  
Injuries requiring first aid,

## Type of Incident

Nature of Injury: **Open Wound : Laceration, Puncture, Scratch,**

Body Parts Affected: **Fingers,**

What caused the harm: **Contact with Objects,**

## Possible Causes

Equipment: **Other,**

Environment:

Policies / Procedures:

Human Factors:

## Suggested corrective action by the affected party

Remove sharp plastic piece from stir plate. Look more carefully when handling objects.  
ON FILE: Affected/Injured Employee's date of birth, gender, date of hire, and hours of employment.

## 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 ceramic surface of a VWR brand stir plate used in the lab was chipped during handling at some unknown time, leading to accumulation of sharp ceramic fragments within the interior of the stir plate.**

### Recommendations/Preventive Measures:

**The chipped surface of the stir plate was coated with a silicone sealant to ensure that sharp surfaces are no longer exposed. Personnel have been advised to be cautious when handling these particular stir plates.**

Corrective Actions Target Date (yyyy/mm/dd):  
**2014/09/05**

Corrective Actions Complete Date (yyyy/mm/dd):  
**2014/09/05**

Other Comments:

## EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:





# University of Washington Accident / Incident Report

Report Number: 2014-09-031

Contact EH&S at 206-543-7262

## 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): 2014/09/17 | Time of Reporting: 06:15 PM        |

## 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): 2014/09/10 | Time of Incident: 11:30 AM                | When Shift Begins: N/A |
| Campus: Seattle                           | Incident Location/Parking Lot: FLUKE HALL |                        |
| Room: 135                                 | Other:                                    |                        |

Incident Details:

During removal of some cubicles it was necessary to remove three power drops from the overhead distribution busses. In the process of removing one of these drops a removed ground wire contacted an exposed buss terminal and energized the conduit of the drop and the metal ceiling grid to which I was holding on to resulting in a moderate electric shock in my left arm. There was some tingling afterwards but no apparent immediate effect. There was some soreness in the arm 24 hours later. After 48 hours, I was having mood changes, migraine headaches and dizziness that continued through Saturday at which point I sought medical examination at Group Health urgent care. They found some indication of muscle damage but no issues requiring immediate treatment and referred me for follow-up examination by Occupational Medicine.

Attachment: No

## Supervisor

|  |                                    |
|--|------------------------------------|
| Last Name: KHBEIS  | First Name: MICHAEL                |
| Phone: +1 206 543-5101   | Email: khbeis@uw.edu               |
| Occupation/Position: ASSOCIATE DIRECTOR<br>MICROFABRICATION FACILITY | Department: ELECTRICAL ENGINEERING |

## Classification

Level 1:  
Injuries requiring medical treatment (go to Level 3 if in-patient hospitalization is required),

## Type of Incident

|                                    |
|------------------------------------|
| Nature of Injury: Electric Shock,  |
| Body Parts Affected: Arms,         |
| What caused the harm: Electricity, |

## Possible Causes

|   |
|---|
| Equipment:  |
| Environment:  |
| Policies / Procedures: Inadequate Planning / Preparation, |

Human Factors:

### Suggested corrective action by the affected party

In the future, the preferred course of action for this type of work should be left to electricians. Because of scheduling issues this work needed to be completed quickly and was being rushed. Working under a time constraint frequently results in a lack of an appropriate work plan which leads to mistakes. It was necessary to work on a live circuit because of (1) inadequate labeling of taps on these busses forces investigation of the taps through the ceiling to determine which equipment will be affected by a buss shutdown and (2) time limitation to complete this work.

### 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.)

As supervisor, I was unaware that the employee was conducting regular electrical work. While working with equipment-related electrical systems and equipment maintenance as part of his regular duties regularly poses electrical hazards; the employee is not trained or authorized to conduct infrastructure electrical work. In this case, the employee took it upon himself to disconnect the bus due to time constraints, but did not convey the challenge or obstacle to me. Furthermore, there was a clear safety violation in not de-energizing the buss duct prior to working in the box - again, this would normally be done by the UW electricians.

#### Recommendations/Preventive Measures:

While time pressures and deadlines exist, the programmatic requirements never supersede safety protocols and standards. If there was an electrical service that needed to be disconnected, it should have been reported back to me to coordinate with UW electricians to demo the service properly. Furthermore, electrical work in the buss ducts require the buss duct to be shutdown and for electricians to follow normal lockout/tag-out protocols.

Corrective Actions Target Date (yyyy/mm/dd):  
2014/10/15

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

#### Other Comments:

Will discuss actions and incident with employee.

### EHS Review

Last Name:

First Name:

Phone Number:

Email:

Occupation/Position:

Department:

Comments:

## University-Wide Health and Safety Committee Meeting Agenda

October 8, 2014

1:00 – 2:30 PM

### William H. Foege N-130A

#### Regular Attendees:

- 2014 University-Wide Health and Safety Committee Members  
(<http://www.ehs.washington.edu/ohssaftcom/groups.shtm>)
- Jude Van Buren, Katia Harb, Sherry Baron, Emma Alder, EH&S

| Agenda Items                             | Persons Responsible      | Process                 | Time   |
|--|--------------------------|-------------------------|--------|
| Call to Order                            | Leslie Anderson, Chair   |                         |        |
| Approve September Minutes                | Leslie Anderson          | Robert's Rules of Order | 5 min  |
| Workers' Compensation Claims 2014 Report | Wendy Winslow-Nason      | Presentation            | 45 min |
| Organizational Group Reports             | Committee Members        | Discussion              | 10 min |
| Union Reports                            | Union Representatives    | Discussion              | 10 min |
| Ex-Officio Reports                       | Ex-Officio Members       | Discussion              | 10 min |
| EH&S Reports                             | Sherry Baron: L&I Update | Presentation            | 10 min |
| Adjourn                                  | Leslie Anderson          | Robert's Rules of Order |        |

Next Meeting: 11/12/2014 – William H. Foege N-130A

## University-Wide Health and Safety Committee Meeting Minutes

August 13, 2014 1:00-2:30 pm  
Foegen 130A

|          | <b>Elected Membership</b>         |          | <b>Appointed Membership</b>                 |          | <b>Guests</b>                       |
|----------|-----------------------------------|----------|---|----------|-------------------------------------|
| <b>X</b> | Leslie Anderson (1)               | <b>X</b> | Paul Zuchowski (3)                          | <b>X</b> | Wendy Secrist, EH&S                 |
| <b>X</b> | Ryan Hawkinson (1)                | <b>X</b> | Bob Ennes (4)                               |          |                                     |
| <b>X</b> | Paula Lukaszek (2)                |          | Nadia Khan (4)-alternate                    |          |                                     |
|          | Sterling Luke (2)                 |          | Nicole Sanderson (7)                        |          |                                     |
| <b>X</b> | Sara Jones (3)                    |          | Michael Glidden (9)                         |          |                                     |
| <b>X</b> | Glenn McLean (4)                  | <b>X</b> | David Zuckerman (10)                        |          |                                     |
|          | John Martin (6)                   | <b>X</b> | Liz Kindred (12)                            |          |                                     |
| <b>X</b> | Ron Maxell (6)                    |          | Rob Hinton (12)                             |          |                                     |
|          | Paul Miller (6)                   |          |   |          |                                     |
| <b>X</b> | Charlotte Rasmussen (7)           |          |   |          |                                     |
|          | Zachary Druce (8)                 |          |   |          |                                     |
| <b>X</b> | Stephen Rondeau (8)               |          |   |          |                                     |
| <b>X</b> | Sonia Honeydew (9)                |          |   |          |                                     |
| <b>X</b> | Roy Farrow (10)                   |          |   |          |                                     |
|          | Kathy Newell (10)                 |          |   |          |                                     |
| <b>X</b> | Rick Gleason (Faculty Senate)     |          |   |          |                                     |
|          | <b>Labor Representation</b>       |          | <b>Ex Officio Membership</b>                |          | <b>Support</b>                      |
| <b>X</b> | Jim Bals<br>WFSE Local 1488       | <b>X</b> | Michelle Doiron<br>Attorneys General Office |          | Jude Van Buren,<br>Director, EH&S   |
|          | Joel McCulloch<br>SEIU Local 1199 | <b>X</b> | Tracey Mosier<br>Facilities Services        | <b>X</b> | Katia Harb,<br>Asst. Director, EH&S |
| <b>X</b> | Laura Harrington<br>SEIU 925      |          | Wendy Winslow-Nason<br>Risk Management      | <b>X</b> | Sherry Baron, EH&S<br>Technical     |
|          | Peter Johnston<br>UAW 4121        | <b>X</b> | Ron Fouty<br>Capital Projects               | <b>X</b> | Emma Alder, EH&S<br>Technical       |
|          |                                   |          | Josh Kavanagh,<br>Transportation Services   |          |                                     |

**\*X= Present at meeting**

**Agenda**

1. Call to Order and Introductions
  2. Approval of August Minutes
  3. Organizational Group Reports
  4. Union Reports
  5. Ex-Officio Reports
  6. EH&S Reports
  7. Outreach Efforts
  8. Adjourn
- 

Recorded: by Emma Alder

1. **Call to Order:** Meeting called to order at 1:04 PM by Leslie Anderson.
2. **Approval of August Minutes:** Leslie asked for a motion to approve the August minutes as written. A motion to approve the minutes was put forward and seconded. The minutes were approved without changes.
3. **Organizational Group Reports:**
  - a. **Group 1:** Ryan Hawkinson reported that Group 1 did not have a quorum at their most recent meeting. The executive sponsor for Group 1 will be attending their next meeting in October. The group also revisited the discussion of the policies regarding service animals and bikes in buildings. All three OARS reports the group reviewed involved slips, trips, and falls.
  - b. **Group 2:** Paula Lukaszek reported that Group 2 met in August. The group held a standard meeting of approving minutes, reviewing the previous U-wide meeting, and reviewing their OARS reports.
  - c. **Group 3:** Sara Jones reported that their most recent meeting was lightly attended. The group reviewed their OARS reports and discussed the recent Husky Shakeout event held outside the HUB.
  - d. **Group 4:** Bob Ennes reported that Group 4 did not have a quorum. His group discussed the L&I citations related to lockout/tagout that resulted from the drama scene shop investigation. The group discussed their strategies for handling bikes brought into buildings. The OARS reports were also reviewed by the committee.
  - e. **Group 6:** Emma Alder reported that Group 6 was also a lightly attended meeting without a quorum. The committee reviewed their OARS reports and have been working diligently to collect copies of the group's departmental health and safety plans.
  - f. **Group 7:** Charlotte Rasmussen that Group 7 that their most recent meeting was very brief.
  - g. **Group 8:** Stephen Rondeau reported Group 8 discussed the upcoming evacuation warden training and changes in the asbestos awareness training. He discussed the recent vehicular accident that occurred on the

campus staircase. Stephen submitted a detailed OARS report on the accident to make sure that it is documented. He has not been able to find any research that indicates the bollards at the top of the staircase will prevent a future vehicle from going over them.

- h. **Group 9:** No meeting in August.
- i. **Group 10:** David Zuckerman reported that Group 10 reviewed the most recent U-Wide meeting information. They also reviewed 10 OARS reports, most of which were hornet stings. The group discussed how to treat and prevent severe reaction to the stings. Spraying some of the nests may also prevent future stings. Unfortunately, when you encounter a nest in the ground it may be too late to avoid the hornets.
- j. **Group 12:** Liz Kindred reported that Group 12 reviewed their accident reports. The group discussed injuries resulting from heavy linen bags and Sani-cloth wipe splashes. She reported that patient handling incidents have gone down. The group also discussed the previous U-Wide meeting, updates to OARS, and the most recent ladder fall. Liz reported that the hospital's "Code Silver" has been officially changed to indicate an active shooter situation. Previously, it could have indicated any security emergency.
- k. **Faculty Senate:** Rick Gleason reminded the committee to prepare themselves for the upcoming influx of students.

#### 4. Union Reports

- a. **SEIU Local 925:** Representative not present.
- b. **SEIU Local 1119:** Laura Harrington reported that the union is still in the middle of bargaining sessions. There have been many counters to proposed contract changes. The union is working toward improving the response to ergonomic concerns for employees on campus. Hopefully the outcome will be beneficial to the whole campus community.
- c. **UAW 4121:** No representative present.
- d. **WFSE Local 1488:** Jim Bals, the new U-Wide representative for WFSE Local 1488, introduced himself to the committee. Paula discussed the continuing issue with cars speeding on Canal Road NE. Only UW vehicles should be using this service road but that does not appear to be the case. Paula reported another issue during surplus hours. Drivers of the box trucks have a difficult time seeing behind them when backing out, especially with a bus stop nearby. Tracey is in the process of determining if there is a way to alleviate congestion in this area. Paula then reported that employees are concerned that contractors are frequently parking the in the load/unload zones throughout campus. Ron Fouty said that with more information, he can help alleviate the problem.

#### 5. Ex-Officio Reports:

- a. Ron Fouty – Ron reported that the excavation for the Animal Research Care Facility (ARCF) will start in January with some work beginning at the end of this year. There is currently many construction projects in motion. A

new police station to be built is planning to be built near 15<sup>th</sup> avenue. An underground storage tank near the area is being pulled in preparation.

## 6. EHS Updates

- a. **Labor and Industries (L&I) Updates** – Sherry Baron reported on the most recent inspection for facilities services. No violations are expected but she is still waiting on the final confirmation in the mail. At this point in time, there are no active L&I inspections. However, some inspections are still being appealed.
  - b. **CSHEMA Conference** – Katia Harb reported on a recent conference she attended. The Campus Safety Health and Environmental Management Association (CSHEMA) holds a conference each year where safety departments from universities meet to share information and discuss current safety and health topics. Lab safety was a common theme that many universities are focusing on. Katia mentioned that for the 2015 conference, it may be helpful for UW to report on our health and safety committee structure. Katia then reported that Dave Lundstrom, the Assistant Director for EH&S Environmental Programs, will be retiring next month and his position will be posted soon. On September 22<sup>nd</sup> there will be two days of lab safety training hosted by EH&S for graduate students working in laboratories. September is National Biosafety Stewardship Month. This month and going forward, NIH funded agencies are encouraged to review their biological inventory, review training and laboratory practices that impact safety, and ensure their research is registered and approved with the Institutional Biosafety Committee (IBC).
7. **Outreach Efforts:** Leslie introduced Wendy Secrist, the Communications and Outreach Specialist for EH&S. Wendy gave a presentation on the current EH&S communications plan and outreach efforts. This led to a discussion on how the health and safety committees can assist with EH&S outreach efforts to further the goal of enhancing the culture of health and safety at UW. Leslie Anderson proposed that a sub-committee could be formed to support outreach events. This will help educate the UW community about the presence and purpose of the health and safety committees. Sonia Honeydew commented that working on these events could gauge how much knowledge the community has of committees. The discussion then led to opportunities to improve training on campus for students and dorm residents. More training opportunities or a safety orientation on the first day of classes could help. There was recommendation to include this safety training on the class syllabus, which could ensure that the training is completed.

In general, the members were supportive of assisting with outreach efforts. Leslie encouraged the committee members to e-mail her or Emma if anyone was interested in participating in an upcoming outreach events. Wendy reminded the committee that forwarding the EH&S newsletter and encouraging members to sign up for the newsletter would be another way to help. Another idea proposed was to include an article focused on the safety committees in an upcoming

newsletter. The Tacoma and Bothell representatives mentioned that their campuses could benefit from safety outreach efforts as well.

*The link to sign up for the EH&S newsletter can be found here:*

<http://www.ehs.washington.edu/news/index.shtm>


- 8. Open Discussion:** Ron Fouty reported to the committee that he just received a UW alert regarding a gas main break near Stevens Court. There is currently a large response.

Laura Harrington discussed the new bike lanes that have opened near the Mercer Court dorms. There have been some reported near misses involving bikes in this area. She cautioned the members to be careful. UWPD could be stationed there at the beginning of the quarter. Paul reported that people can rent bikes near campus and with the influx of students there could be a lot more bicycles.

The committee briefly revisited past discussion on bikes in buildings. Nothing has been decided by the committee and members stressed the difficulty of enforcing the policy. The UW in general has the most bike lockers of any campus and is moving towards enclosures for bikes.

- 9. Meeting Adjournment:** Leslie Anderson adjourned the meeting at 2:35 PM.






**Workers' Compensation Claims  
2014 Report:**  
Insurance and Premium Information  
Five Year Claims History  
What's New in Workers' Compensation

University of Washington  
Office of Risk Management  
Claims Services  
Workers' Compensation Program

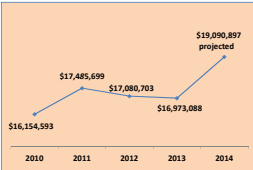
**Insurance Information**



**Who Insures the University?  
Who Manages Our Claims?**

- Insured through the State of Washington's Department of Labor and Industries (L&I)
  - NOT self insured
  - NOT commercially insured (prohibited in WA)
- L&I's Claims Managers manage and pay our workers' compensation claims with careful oversight and coordination by UW's Claims Specialists in the Office of Risk Management

**What Is Our Premium?**




| Year | Premium                |
|------|------------------------|
| 2010 | \$16,154,593           |
| 2011 | \$17,485,699           |
| 2012 | \$17,080,703           |
| 2013 | \$16,973,088           |
| 2014 | \$19,090,897 projected |

**Why the Significant Increase?**


- UW Premium = Payroll Hours x UW Rate
- Payroll Hours Increasing 2-3%/Year
- State-wide rates went up for this year on average 2.7%, first time in 3 years
- UW rate went up 11%, driven by increase in the Experience Factor
- Experience Factor increase driven by unusual strengthening in case reserves on time loss claims

**Payroll Hours**




| Year | Payroll Hours        |
|------|----------------------|
| 2010 | 54,901,368           |
| 2011 | 57,294,506           |
| 2012 | 58,587,411           |
| 2013 | 60,628,215           |
| 2014 | 62,023,708 projected |

**L&I Experience Factor**




| Year | Experience Factor |
|------|-------------------|
| 2010 | 1.01              |
| 2011 | 0.96              |
| 2012 | 0.92              |
| 2013 | 0.89              |
| 2014 | 0.94              |

**How Do We Compare?  
Experience Factors for 2014: Higher Ed**




|                               |      |
|-------------------------------|------|
| Evergreen State College       | .70  |
| Washington State University   | .85  |
| University of Washington      | .94  |
| Eastern Washington University | 1.10 |
| Western Washington University | 1.11 |
| Central Washington University | 1.16 |

**Experience Factors for 2014:  
Other State Agencies**



|  |      |
|--|------|
| Department of Ecology                    | .28  |
| Washington State Patrol                  | .63  |
| Washington State Lottery                 | .86  |
| Department of Transportation             | .89  |
| Department of Corrections                | 1.05 |
| Department of Social and Health Services | 1.14 |
| Department of Labor and Industries       | 1.06 |
| Industrial Insurance Appeals Board       | 1.37 |


**Modified/Light Duty  
A Winning Strategy For All!**



**Keeping Our Employees At Work  
Benefits Everyone**

- Longer absence from work=greater risk of long term disability
  - 4-6 weeks=20% chance
  - 6 months= 50% chance
- Research shows that people who return to work following occupational injury are healthier than those who have not returned to work
- Not returning to work may cause physical effects such as deconditioning, psychological effects such as boredom and depression, and vocation effects such as loss of confidence and financial loss
- Peer and supervisor support is highest immediately following injury
- Shortens duration of lost productivity

### L&I's Stay-At-Work Incentive Program



An Added Incentive to Return Injured Workers to Modified/Light Duty

### How Does It Work?

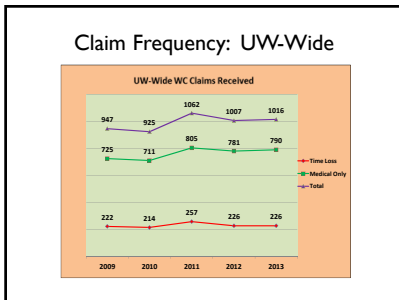
- L&I reimburses UW for accommodating medical restrictions:
  - 50% of base wages for up to 66 days actually worked in modified/light duty in a 24 month period, with a cap of \$10,000 per claim
  - \$2,500 for tools
  - \$1,000 for training
  - \$400 for clothing
- Risk Management administers the Program and does the work!
- Reimbursement goes directly to the department which provides modified/light duty.

### Workers' Compensation Claim Information

Five Calendar Years 2009 – 2013

University –Wide by Departments Generating Highest Time-Loss Dollars

HMC, UWMC, Facilities Services, and Student Life



### Five Year Frequency by Division

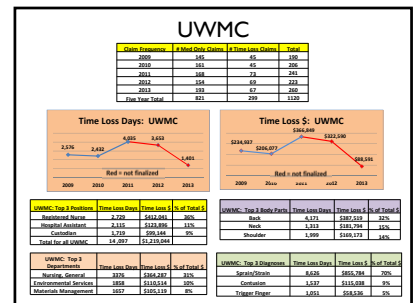
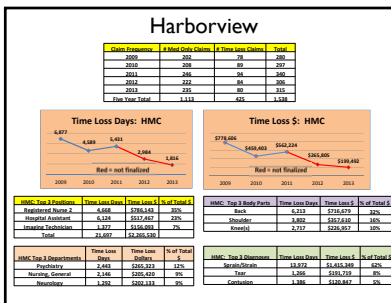
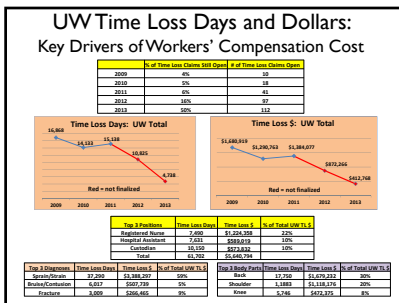
| Division            | Time Loss Claims | % of Total Time Loss Claims | Med Only Claims | Total Claims | % of Total |
|---------------------|------------------|-----------------------------|-----------------|--------------|------------|
| Harborview          | 420              | 35%                         | 118             | 158          | 31%        |
| UWMC                | 297              | 26%                         | 83              | 1120         | 23%        |
| Facilities          | 246              | 21%                         | 416             | 662          | 13%        |
| School of Medicine  | 35               | 3%                          | 382             | 417          | 8%         |
| Student Life        | 50               | 4%                          | 226             | 276          | 6%         |
| Health Sciences     | 15               | 1%                          | 183             | 198          | 4%         |
| Arts & Sciences     | 8                | 1%                          | 110             | 118          | 2%         |
| Finance/Facilities  | 19               | 2%                          | 41              | 60           | 1%         |
| School of Dentistry | 3                | 0%                          | 49              | 52           | 1%         |
| Bothell             | 10               | 1%                          | 35              | 45           | 1%         |
| All Other           | 61               | 5%                          | 415             | 476          | 10%        |
| <b>Total UW</b>     | <b>1164</b>      |                             | <b>3788</b>     | <b>4952</b>  |            |

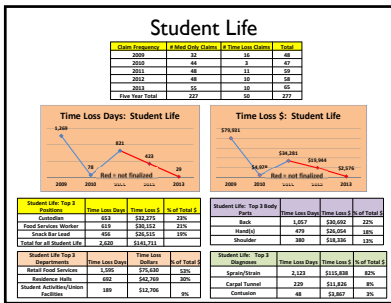
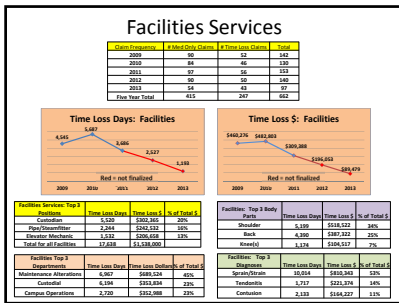
Red Highlighted Departments = 87% of Time Loss Claims

### Five Year Severity by Division (closed claims)

| Division              | # Time Loss Days | % of Total  | Division              | Time Loss \$     | % of Total |
|-----------------------|------------------|-------------|-----------------------|------------------|------------|
| Harborview            | 21,697           | 35%         | Harborview            | \$2,265,530      | 40%        |
| Facilities            | 17,638           | 29%         | Facilities            | \$1,538,000      | 27%        |
| UWMC                  | 14,097           | 23%         | UWMC                  | \$1,219,044      | 22%        |
| Student Life          | 2,620            | 4%          | School of Medicine    | \$244,977        | 5%         |
| School of Medicine    | 2,652            | 3%          | Student Life          | \$143,711        | 3%         |
| Health Sciences       | 400              | 1%          | Finance/Facilities    | \$64,333         | 1%         |
| Research/Vice Provost | 477              | 1%          | Health Sciences       | \$48,509         | 1%         |
| Human Resources       | 450              | 0.7%        | Research/Vice Provost | \$36,972         | 0.7%       |
| Bothell               | 320              | 0.5%        | Human Resources       | \$36,914         | 0.7%       |
| All Other             | 1,456            | 2%          | Bothell               | \$33,054         | 0.6%       |
| <b>Total UW</b>       | <b>61,762</b>    | <b>100%</b> | <b>All Other</b>      | <b>\$111,849</b> | <b>2%</b>  |

Red Highlighted Departments = 91% of Time Loss Days and 92% of Time Loss \$





## What's New In Workers' Compensation

### Workers' Comp Forum Meetings

- Quarterly meetings for those who partner with us on Workers' Compensation on relevant topics:
  - Education on medical and disability issues
  - New developments impacting Workers' Compensation
  - New ideas and initiatives
  - Guest speakers
- Includes HR, Employee Health, Key Departments, Providers, Occupational Health, Risk Management, EH&S, L&I, and others – the forum is open!
- Email us to be included on the distribution list for invitations

### Claims Fraud

- Partnering with L&I's Fraud Prevention Program
- Publicizing L&I's Claim Fraud Reporting to the UW Community Hotline: 1-888-811-5974, [www.fraud.lni.wa.gov](http://www.fraud.lni.wa.gov)
- Complementing L&I's fraud investigation work with our own background checks on time loss claims and other claims with red flags
- UW Claims Fraud Brochure
- Website material on Claims Fraud <http://f2.washington.edu/treasury/riskmgmt/wc>
- Education on Red Flags to watch for!

### Workers' Compensation Fraud: Spotting the Red Flags

What To Do: Report Claim Fraud to L&I at 1-888-811-5974 and email [claims@uw.edu](mailto:claims@uw.edu)

- Not Injured At Work or At All**
  - No Witnesses
  - Claims being processed have begun treatment
  - Time taken between injury and treatment
  - Injured while off work
  - Injured very prior to or after disciplinary action or change in job
  - Injured immediately prior to being terminated from job
  - Moved out of state shortly after alleged injury
  - History of litigious claims
- Unfair Benefits Fraud – Doing Inappropriate Activities**
  - Participating in recreational activities inconsistent with injury
  - Weightlifting or other strenuous or athletic
  - Miscellaneous or disability drug testing behavior
  - Frequently change doctors
- Disability Fraud – Working while on disability**
  - Working while on time loss
  - Reported away from home during normal business hours
  - Receiving unemployment while on time loss
  - Working and being paid "under the table" while on time loss
  - Doing volunteer work while on time loss
  - Providing care under DHS's COPES program while on time loss

### SHIP Grant Return-to-Work Training Module and Research Study

- Safety & Health Investment Projects Grant granted by L&I
- Participation with Environmental Health's research team led by Dr. June Spector
- Created and Implemented a Training Module for the injury/return to work process for supervisors and managers, piloted at Harborview.
- Surveys before and after to determine effectiveness and impact on time loss (ongoing)
- Possible future project for similar module for injured workers

### UW Claims Specialization

We have designated Claims Specialists assigned to major Divisions who specialize in helping find light duty and working with these areas on return-to-work. Please contact any of us to help you at any time.

- Wendy Winslow-Nason: UWMC 616 7510, [wwn@uw.edu](mailto:wwn@uw.edu)
- Pam Nathan: HMC (on HMC campus every Thursdays), Health Sciences and SOM 221 1679, [pnathan@uw.edu](mailto:pnathan@uw.edu)
- Elena Williams: Facilities Services, Student Life, all Upper Campus, Tacoma, and Bothell 685 4740, [elenaw2@uw.edu](mailto:elenaw2@uw.edu)
- Linda Chihara: Program Coordinator for all 543 0183, [claims@uw.edu](mailto:claims@uw.edu)
- Shari Spung, Director, Claims Services 616 3455, [sspung@uw.edu](mailto:sspung@uw.edu)



**Summary of WA State Department of Labor & Industries (L&I) Activities**

| Topic  | Department                               | Status | Date Initiated/<br>Reason for Activity                | Comments  | Conclusions   |
|--|--|--------|---|---|---|
| Safety Inspection<br>Ladder Safety                     | Facilities<br>Services                   | Closed | July 29, 2014<br>Hospitalization                      |   | Inspection: No violations   |
| Phone/fax<br>Security                                  | UWMC-<br>Headache clinic                 | Closed | June 4, 2014<br>Reported<br>Concern                   | Concerns about protocols on<br>handling aggressive patients.  | Response accepted as satisfactory by<br>L&I on July 18, 2014.   |
| Industrial Hygiene<br>(IH) Inspection<br>Health issues | Drama-scene<br>shop                      | Closed | May 15, 2014<br>Referral from L&I<br>safety inspector | Safety inspector referred items<br>about blood borne pathogens,<br>chemical use and other health<br>items for review. | Inspection: no violations.  |
| Phone/fax<br>Materials Handling                        | Facilities<br>Services-Plant<br>Services | Closed | April 28, 2014<br>Reported<br>Concern                 | Concerns about ergo issues<br>related to activities involving low<br>shelves.   | Response accepted as satisfactory by<br>L&I on May 29, 2014.  |
| Phone/fax<br>Materials Handling                        | Facilities<br>Services-Plant<br>Services | Closed | April 3, 2014<br>Reported<br>Concern                  | Concerns about stacking of heavy<br>cases of paper towels.  | Response accepted as satisfactory by<br>L&I on May 7, 2014.   |
| Phone/fax<br>Physical<br>environment                   | Facilities<br>Services-<br>HSB-D wing    | Closed | April 3, 2014<br>Reported<br>Concern                  | Concerns about low hanging<br>pipes and narrow aisle ways.  | Response accepted as satisfactory by<br>L&I on May 7, 2014.   |
| Safety Inspection<br>Machine Safety                    | Drama-scene<br>shop                      | Closed | April 3, 2014<br>Injury requiring<br>hospitalization  | Employee was using a table saw<br>to make a cut where a guard<br>could not be used.                                   | 6 violations: (RS)- proper energy<br>control procedures such as lock out<br>tag out procedures (LO/TO) not used<br>when changing out saw blades, (S),<br>no written LO/TO program, (S) -not<br>using jig or other protection from table<br>saw blade, (G)- electrical breaker box<br>not clearly marked, (G)- electrical<br>wiring enclosures not fully closed or<br>covered, (G) – not documenting<br>LO/TO training |
| Phone/fax<br>Chemical use<br>concern                   | Emergency<br>Dept. UWMC                  | Closed | 02/28/2014<br>Reported<br>Concern                     | Evaluation of the painting and<br>floor finishing activities impacting<br>staff and patients in the ED                | Response accepted as satisfactory by<br>L&I on April 1, 2014.   |

|   |  |        |                                    |  |   |
|---|--|--------|------------------------------------|--|---|
| Safety Inspection<br>Wood and metal shop                            | Pack Forest - Center for Sustainable Forestry      | Closed | 11/18/2013<br>Scheduled inspection | Comprehensive inspection   | 3 violations: guard on grinder not adjusted properly on bench grinder and there was no guard on pedestal grinder; light cover; load limit sign  |
| Safety Inspection<br>Worker seen on roof                            | UW-Tacoma  | Closed | 10/18/2013<br>"Drive-by"           | Partial inspection related to the activity seen that day.  | 3 violations: eye protection, fall protection and ladder set-up (3 foot extension).   |
| IH Inspection<br>General allegations about several issues in clinic | School of Dentistry-Center for pediatric Dentistry | Closed | 08/29/2013<br>Reported Concern     | Investigation into written safety programs, training and use of anesthesia in the dental clinic at Sand Point. | Inspection: no violations   |
| Safety Inspection<br>Use of Pallet Jacks                            | HMC Nutritional Dept                               | Closed | 08/26/2013<br>Reported Concern     | Investigation on transfer of kitchen dry products into storage location.                                       | Inspection: no violations   |
| Phone/fax<br>Walking Surface/Steps                                  | UWMC Operations and Maintenance                    | Closed | 06/24/2013<br>Reported Concern     | Investigation about safety of a step down in a mechanical space.   | Response accepted as satisfactory by L&I on July 25, 2013.  |
| Phone/fax<br>Security Screening                                     | HMC Psychiatric Emergency Services                 | Closed | 04/30/2013<br>Reported Concern     | Allegations were made surrounding the use of a metal detector.   | Response accepted as satisfactory by L&I on 06/10/2013  |
| Safety Inspection<br>Fall Protection                                | Chemical Engineering                               | Closed | 02/05/2013<br>Reported Concern     | Investigation of student laboratory stairwell and elevated work platform.                                      | Inspection: 1 general violation: lack of safe access to scaffold platform   |
| Safety Inspection<br>Physical Safety                                | Jackson School of International Studies            | Closed | 01/04/2013<br>Reported concern     | Investigation of egress from 5 <sup>th</sup> floor of Thompson Hall.   | Inspection: No violations.  |
| IH Inspection<br>Lab Safety   | Mechanical Engineering                             | Closed | 10/22/2012<br>Reported concern     | Investigation of chemical storage and labeling.  | Inspection: 3 violations cited: for not securing one compressed gas cylinder, for chemicals without labels on the bottles, and a voluntary <u>cartridge</u> respirator user did not go through the medical clearance process. |
| Phone/fax<br>Indoor Air Quality (IAQ)                               | UWMC Laboratory Medicine                           | Closed | 9/28/2012<br>Reported Concern      | In this case, IAQ issues began the end of July and EH&S and UWMC Operations and                                | L&I accepted UW's response to the inquiry. No further action necessary.   |

|   |                                  |        |   |   |  |
|---|----------------------------------|--------|---|---|--|
|   |                                  |        |   | Maintenance responded. An offensive sulfur-like odor was reported that resulted in adverse health symptoms for some employees. Several building systems were evaluated. Air monitoring was completed. Two outside industrial hygiene consultants were retained to investigate possible sources. Air monitoring results did not indicate problems. The evaluation is closed. All reports to date were provided to L&I. |  |
| Safety Inspection<br>Physical Safety                    | HMC Public<br>Safety             | Closed | 9/19/2012<br>Reported<br>concern                            | Investigation of staffing levels, supervision, and written policies.  | Inspection: No Violations.   |
| IH Inspection<br>Potentially<br>Infectious<br>Materials | HMC Patient<br>Access Services   | Closed | 9/12/2012<br>Reported<br>concern                            | An investigation of whether or not the employer-provided jacket or vest has a reasonably anticipated potential to be exposed to human blood/potentially infectious materials when employees talk to patients in patient rooms about medical billing or when registering patients to the ER or hospital.   | Inspection: 2 violations classified as "general" were proposed.  |
| IH Inspection<br>Formaldehyde<br>Safety                 | UWMC<br>Pathology                | Closed | 8/21/2012<br>Media Coverage<br>of Formalin Spill            | Investigation of formalin safety, spill procedures and training.  | Inspection: 2 violations cited: one for ineffective training and the other for not wearing proper PPE while cleaning up the spill.   |
| Safety Inspection<br>Electrical Safety                  | Facilities<br>Services           | Closed | 8/17/2012<br>Electrical injury<br>requiring medical<br>care | Employee is recovering.   | Inspection: 2 codes cited as 1 "grouped" violation: one of the codes relates to not using a hazardous energy control such as lock-out/tag-out and the other code cited was for not wearing gloves. |
| Safety Inspection<br>Electrical Safety                  | UWMC<br>Operations and<br>Maint. | Closed | 7/9/1012<br>Reported<br>concern                             | Inspection includes evaluation of risk assessment, personal protective equipment, training,   | Inspection: 2 violations proposed: one is related to maintenance of electrical equipment and one is  |

|  |  |  |  |   |  |
|--|--|--|--|---|--|
|  |  |  |  | and servicing of electrical circuit breakers. | indicating there may have been electrical work performed by an unauthorized person. Letter of appeal filed 1/28/2013 |
|--|--|--|--|---|--|

| <b>L&amp;I Activities: On-site Inspections</b>   | <b>Documents Requested for On-site Inspections:</b>                                      |
|--|--|
| 1. Opening Conference  | 1. Departmental Accident Prevention Programs   |
| 2. Employee Interviews   | 2. OSHA 300 Logs   |
| 3. Visual Inspection of applicable work areas  | 3. Employer Disciplinary Policy for Employees who don't follow safety policies.          |
| 4. Closing Conference  | 4. Relevant Safety Training Records and Training Content                                 |
| <b>L&amp;I Activities: Phone/fax</b>   | 5. Safety Committee Meeting Minutes  |
| 1. Verbal and written communication of allegations<br>EH&S liaison with L&I.                 | 6. Relevant Written Health and Safety Programs (e.g. Blood borne Pathogen Exposure Plan) |
| 2. UW evaluates allegations, investigates internally, and submits a written response to L&I. | 7. Personal Protective Equipment (PPE) Hazard Assessment                                 |