

**Agenda – January 24<sup>th</sup>, 2024**  
**Group 9 (College of Engineering) Health and Safety Committee**

**1. Attending**

Sean Krewson, AA  
 Colleen Irvin or Robbie Wong, BioE  
 Jonathan Emard, CEE  
 Michael Pomfret, CEI  
 Benjamin Hornberg, ChemE  
 Tatyana Berezuk or Michael Glidden, DO  
 Alexander Lefort or J. Sean Yeung, CSE  
 Kyle Dickison, ECE

Sonia Honeydew or Erin McKeown, EH&S  
 Jane Skau or Sarah Coppola, HCDE  
 Riley Crain or Kelly Foong, ISE  
 Bill Kuykendall or Kyle Luiten, ME  
 John Young or Allison Schroeder, Mol/NanoES  
 Carter Beamish or Hanson Fong, MSE  
 N. Shane Patrick, WNF

**2. Previous Meeting Minutes (5 Minutes)**

- December 2023 – approve? Corrections/additions?
- Minutes posted at <https://www.engr.washington.edu/mycoe/safety#> and safety boards.

**3. Department Incident Reports (20 minutes; use “5 Why’s” analysis for one report)**

- All OARS reports may also be found on Tableau while on the UW network via this link: <https://bitools.uw.edu/#/site/Transitional/projects/573>.

OARS #	Supervisor's Dept	Incident Location	Incident Summary
2023-08-057	ENG: Mechanical Engineering – Olanrewaju Lab	Nano Engineering Building	Employee used box cutter to remove 3D-printed part from build plate, and as part released they cut their wrist.
2023-10-015	Bioengineering	Foege, N047	Employee bitten on finger by lab mouse; bite broke skin.
2023-10-066	Mechanical Engineering	ME Building	Unpaid student was removing 3D-printed parts from tray with designated blade and cut their thumb, requiring stitches.
2023-11-016	Chemical Engineering – Marchand Lab JM Student	NanoE Building	Employee's arm exposed to 88% formic acid
2023-11-037	Chemical Engineering – Nance Lab JM Student	Benson Hall	Employee chipped away ice blocking fridge door and caused coolant gas leak.
2023-12-013	Human Centered Design and Engineering	Sieg Building	Employee notes two bees/wasps have entered office suite in last week and wall is crumbling near window.
2023-12-019	Aeronautics and Astronautics – Acikmese Lab JM Student	Carnation, WA	Student setting up equipment for flight demonstration in rural area sustained two bug bites and had a large allergic reaction on arm.
2023-12-024	Computer Science & Engineering – Ambassador JM Student	Bill & Melinda Gates Center for CSE	During robot demo in lab, student employee fainted without injury.
2023-12-041	Materials Science and Engineering – Liu Lab	Molecular Eng Building	Student employee cleaning milling jar tore glove, exposing hand to lithium oxide and iron oxide, without injury.
2023-12-044	Deans Office – Academic Affairs	McCarty Hall	Unpaid student was using laser cutter on acrylic when acrylic caught fire.

**4. Group Business (20 minutes)- To be conducted before minutes approval and incident reports for the first meeting**

- Identify minutes taker.
- Elect new Chair.
- Elect additional positions:
  - Vice chair (if decided upon)
  - (2) U-Wide Representatives
  - Election Coordinator
- Determine date, time, and location of monthly meetings.
- Ensure committee structure is complete and fits guidelines.
- Sonia gives presentation on Committee duties.

**5. UW-Wide Meeting (0 minutes)**

- December meeting minutes attached.
- January agenda not available; U-Wide meeting does not occur in January.

**6. Member Updates (10 minutes)**

**Next Meeting: TBD**

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

**Meeting Date: December 27<sup>th</sup>, 2023 (via Zoom)**

**Attended**

*Jonathan Emard, CEE*  
*Michael Pomfret, CEI*  
*Alexander Lefort, CSE*  
*Kyle Dickison, ECE*

*Jane Skau, HCDE*  
*Sheila Prusa, ISE*  
*Carter Beamish, MSE*  
*N. Shane Patrick, WNF*

**Absent**

*Sean Krewson, AA*  
*Colleen Irvin, BioE*  
*Benjamin Hornburg, ChemE*  
*Michael Glidden, CoE Deans Office*

*Sonia Honeydew, EH&S*  
*Bill Kuykendall, ME*  
*John Young, MoES/NanoES*

**Previous Meeting Minutes**

- November 2023 – minutes approved as is.
- Previous meeting minutes are at: <https://www.engr.washington.edu/mycoe/safety#>.  
EH&S recommends each department/group post paper copies on their safety board and inform employees of the name of their rep.

**Incident Reports**

- ME (#2023-08-057) – No representative present; Tabled to next meeting.
- BioE (#2023-10-015) – No representative present; Tabled to next meeting.
- ME (#2023-10-066) – No representative present; Tabled to next meeting.
- ChemE (#2023-11-016) – No representative present; Tabled to next meeting.

## DRAFT Meeting Minutes

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

- Collab Core (#2023-11-021) – The user reported the incident via email, so notice was not particularly fast. Solvents were used in the container that they were cleaning. The affected only used the wash for a couple of minutes and did not feel the need to continue the entire fifteen minutes. They did not follow up with medical afterward. Due to a remodel of the space, useage of the eyewash does flood the facility, so Shane needed to come in to clean this up. In looking at the footage from the cameras in the space, there were several concerning behaviors observed; usage of acid benches without proper PPE, working without buddy requirements, etc. They pulled the user's usage of the space while the user is retrained. They've also sat down with the user, PI, and group to discuss, as several people from this specific group were in the lab at the same time where they should have noticed this behavior and discussed it with this user at the time. With the PI's partnership, WNF has seen dramatic improvements in the usage of the space by this g roup. There are still a few minor issues around properly signing in and out, but these are being worked on. Group 9 has completed comments for this report.
- ChemE (#2023-11-037) - No representative present; Tabled to next meeting.

### Group Business

- Presentation by Mike Sletten, of UWPD, on building security audits:
  - Building security audits are to assist with risk mitigation.
  - UWPD and the larger Campus Community Safety are working to build a safety envelope around campus.
  - In doing building security audits, Mike and team are mindful of lab support and complexities within departmental circumstances.
  - Security audits can be done on various sizes of spaces, from multi-building, singular building, lab, or office spaces.
  - During an audit, Mike will look at the needs of the department, including requests for improvement, current operations, delivery needs, challenge spots, etc.
  - Currently, the team is doing a look back on the last three years of COVID and the trials that came with it.
  - Contiguous spaces around operational areas are particularly focused on and can be larger than just the area where business is done.
  - Solutions that are proposed during and after the audit are leveraged with: technology (i.e. duress switches, cameras, etc), administrative controls (i.e. certain doors being controlled or limited, etc), space opportunities (i.e. pathways, exits, other useful parts of the existing structure).
  - Break out solutions into 'low-hanging fruit', urgent issues, and those that might be longer term or budgetarily-restricted.



## DRAFT Meeting Minutes

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

- Mike closed the presentation with a Q&A and notice of the lower occupancy in buildings due to the holiday season, which may mean issues occur that won't be found until people start to come back to campus.
- Alex thanked the committee members for serving on Group 9.
- First meeting of the New Year:
  - January 24<sup>th</sup>, at 1:30 PM.
  - Will elect Chair, Vice Chair, U-Wide Representatives, and an Election Coordinator at that time.

### UW-Wide Meeting

- Alex asked if anyone had any questions/comments on notes from the U-Wide:
  - November meeting minutes attached.
  - December agenda attached. Meeting highlights will be presented by Alex Lefort:
    - EH&S has created a new shared space for all Health & Safety Committees to use to deposit meeting minutes, charters, presentations, and other resources. This will be shared with the committees of the next biennium.
    - Kelley Boston, the new UW Emergency Management Director, noted that she is still onboarding, but is happy to start connecting with groups.
    - Reminder: Health & Safety Committees should have at least one meeting where the Executive Sponsor connects with them.
    - Reminder: If food is being given out, sold, or otherwise involved in an event, you may need to apply for a temporary food handler permit via EH&S.
    - New Focus sheet updates/uploads:
      - Winter Conditions Safety
      - Group Lockout-Tagout
    - L&I still reviewing response to Sieg Building workplace violence occurrence summer, 2022.
    - EH&S Annual Report posted on website now.
    - Lab Safety & Innovation Awards occurred:
      - Paul G. Allen School of CSE received Top Dawgs in Safety award.
      - Corie Cobb, of Mechanical Engineering, received a Pack Leaders in Safety award.
      - Kim Woodrow, of Bioengineering, received Partners in Safety award.
      - Alexander Lefort, Fabrication Research Lab, Allen School of CSE, received a Lab Safety Innovation award.
      - Carter Beamish, Materials Science & Engineering, received a Lab Safety Innovation award.

## DRAFT Meeting Minutes

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

- Virginia Engel, Civil & Environmental Engineering, received a Lab Safety Innovation award.
- Alex Prybutok, Chemical Engineering, received a Lab Safety Innovation award.
- Garima Thakur, Lutz Lab, Bioengineering, received a Lab Safety Innovation award.
- Michelle Katz, Cobb Lab, MoES, received a Lab Safety Innovation award.
- Toni Haun, Yazdan-Shahmorad Lab, Bioengineering, received a Lab Safety Innovation award.
- Many more fantastic Lab Safety Innovation awards and ideas available here: [2023 Lab Safety Awards and Innovations | EHS \(washington.edu\)](#)
- Masking policy changes have been set to required in patient settings as of November.
- Tracy Harvey, the Lab Safety Manager, is retiring at the end of February..!

### **Department Updates**

- HCDE – Jane noted that HCDE has been working with L&I on the workplace violence response and have posted the required notices from the investigation.
- WNF – There was a hazardous gas detection event early in the morning on Dec. 25<sup>th</sup> which occurred in an exhausted enclosure where there is no immediate threat to users. The space is equipped with sensors to detect leaks ahead of time. None of the ambient sensors of the occupied spaces went off. No obvious signs of a leak were found yet and they are attempting to figure out what might have happened and are monitoring the situation.

### **Adjournment**

- Adjourned at 2:07 PM.

### **Next Meeting**

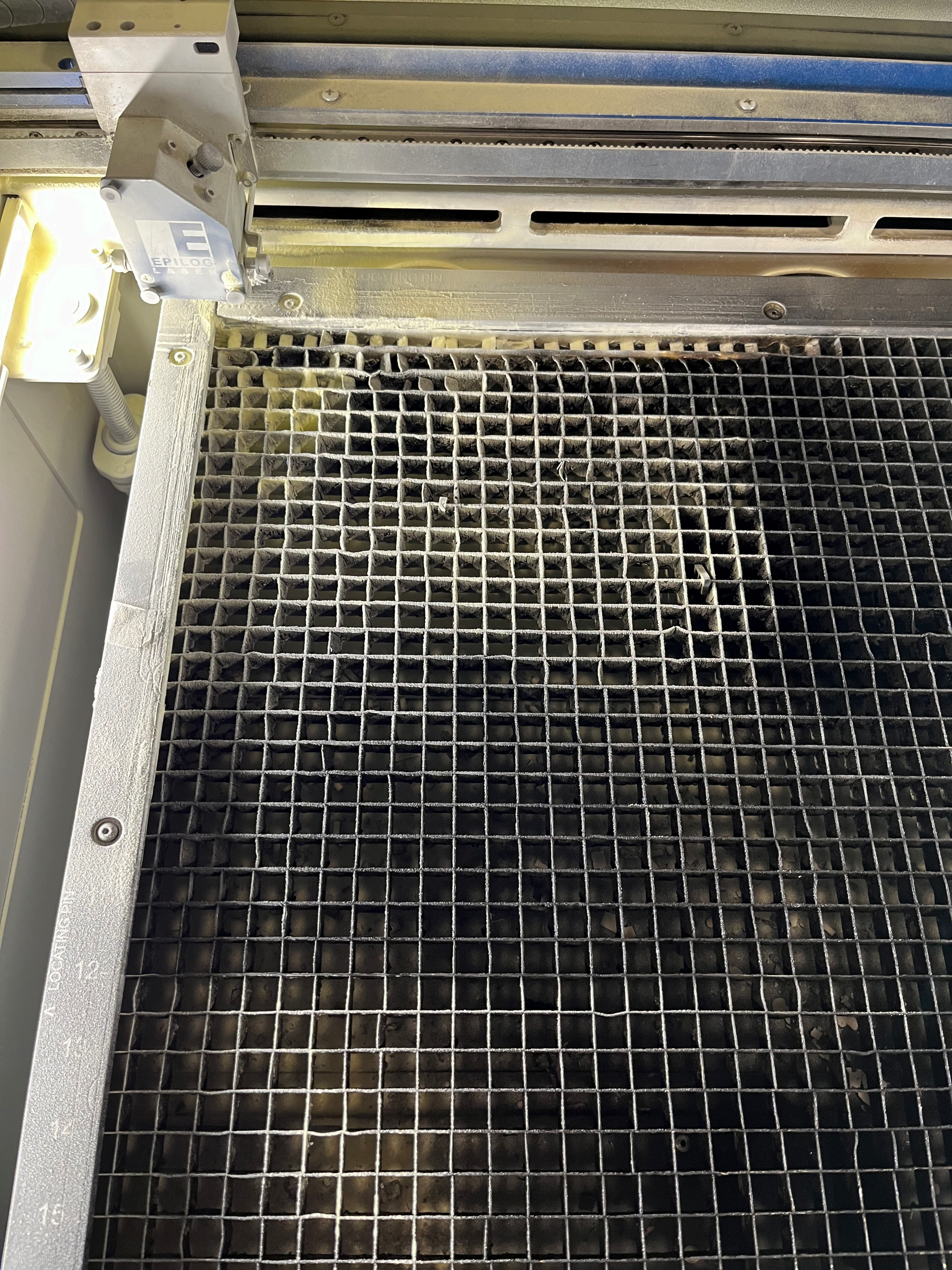
- Next meeting will be January 24<sup>th</sup>, 2023 at 1:30 PM via Zoom.





SEATTLE





EPILOG  
LASER

A LOCATING PIN

A LOCATING PIN

12

15



# CUTTERS

## LASER CUTTER BANNED MATERIALS

- FOAM BOARD
- FIBERGLASS
- PRINTED CIRCUIT BOARD
- CARBON FIBER
- PVB (Polyvinyl Butyral)
- TEFLON
- MATERIAL WITH EPOXY OR PHENOLIC RESINS
- PVC (Polyvinyl Chloride)
- PVDF (Polyvinylidene Fluoride)
- KYDEX (Thermoplastic Acrylo-polyvinyl Chloride)
- ANYTHING CHLORINE BASED

WHAT AM I?  
WHAT DO I DO?  
WHAT CAN YOU DO?

APPENDIX B. MATERIAL SETTINGS

Material	Power	Speed	Focus	Pressure	Blow
Acrylic	100	100	0	0	0
Aluminum	100	100	0	0	0
Brass	100	100	0	0	0
Copper	100	100	0	0	0
Delrin	100	100	0	0	0
FR4	100	100	0	0	0
FR5	100	100	0	0	0
FR6	100	100	0	0	0
FR7	100	100	0	0	0
FR8	100	100	0	0	0
FR9	100	100	0	0	0
FR10	100	100	0	0	0
FR11	100	100	0	0	0
FR12	100	100	0	0	0
FR13	100	100	0	0	0
FR14	100	100	0	0	0
FR15	100	100	0	0	0
FR16	100	100	0	0	0
FR17	100	100	0	0	0
FR18	100	100	0	0	0
FR19	100	100	0	0	0
FR20	100	100	0	0	0
FR21	100	100	0	0	0
FR22	100	100	0	0	0
FR23	100	100	0	0	0
FR24	100	100	0	0	0
FR25	100	100	0	0	0
FR26	100	100	0	0	0
FR27	100	100	0	0	0
FR28	100	100	0	0	0
FR29	100	100	0	0	0
FR30	100	100	0	0	0
FR31	100	100	0	0	0
FR32	100	100	0	0	0
FR33	100	100	0	0	0
FR34	100	100	0	0	0
FR35	100	100	0	0	0
FR36	100	100	0	0	0
FR37	100	100	0	0	0
FR38	100	100	0	0	0
FR39	100	100	0	0	0
FR40	100	100	0	0	0
FR41	100	100	0	0	0
FR42	100	100	0	0	0
FR43	100	100	0	0	0
FR44	100	100	0	0	0
FR45	100	100	0	0	0
FR46	100	100	0	0	0
FR47	100	100	0	0	0
FR48	100	100	0	0	0
FR49	100	100	0	0	0
FR50	100	100	0	0	0

## WARNING

Before starting job you must open the compressed air valve and activate ventilation

COMPRESSED AIR VALVE

DO NOT LEAVE LASER CUTTER RUNNING UNATTENDED

UNATTENDED JOBS WILL BE REMOVED BY STAFF



EPILOG LASER FUSION 60

EQUIPMENT RESERVED  
1:30-5:30 PM



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