

Agenda – February 28th, 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 Berezyuk 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)

- January 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
2023-10-015	Bioengineering	Foege, N047	Employee bitten on finger by lab mouse; bite broke skin.
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	Allen School of CSE – 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.
2024-01-001	Collaboration Core – WCET Staff	Bowman Building	Employee found a public user's plastic bottle of dilute hydrogen peroxide had ruptured while unattended in fume hood.
2024-01-029	Chemical Engineering – Research and Financial Services	Benson Hall	Employee tested positive for COVID and supervisor suspects workplace exposure.
2024-01-042	Allen School of CSE – Lustig JM Student	Bill & Melinda Gates Center for CSE	Employee leaned down to retrieve item and hit head on shelf, cutting forehead.
2024-01-052	Bioengineering	W.H. Foege	While preparing class lab, employee dropped clean scalpel blade, cutting thumb.
2024-01-068	Chemical Engineering – Administration	Benson Hall	Employee found that overnight someone accessed garbage room, dumped waste and recyclables all over floor, and blocked door(s), leaving broken glass on ground.

2024-01-069	Chemical Engineering – Berg Lab JM Student	Benson Hall	Student employee was distressed to see member of public enter student lounge, stay for 10-15 minutes, possibly eating food there, then leave.
2024-01-081	College of Engineering – Finance	More Hall	Student employee felt faint from fumes when they found a bottle of hazardous waste had ruptured; contents included methanol, ethyl acetate, and six PPDs.
2024-01-087	Civil & Environmental Engineering – Nijssen JM Student	Unknown	Employee had shoulder and elbow pain within 24 hours of routine dive with nitrox.
2024-01-109	Chemical Engineering	Unknown	Unpaid undergrad observing lab demo in class fainted without hitting their head or other injury.
2024-01-115	Chemical Engineering – Berg Lab JM Student	Benson Hall	Employees saw member of public in research building where he didn't seem to have any business.

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

- Ideas for speakers to invite?
 - Sharps from L&I – Will coordinate through Erin
 - Ergonomics from L&I – Will coordinate through Erin
 - Others?

5. UW-Wide Meeting (0 minutes)

- No meeting minutes attached; U-Wide does not occur in January.
- February agenda attached; Highlights listed below:
 - EH&S has updated 3D printer policies and hot-sheets. Please be aware of 3D printers that may be unaccounted for and relay this info to owners.
 - Changes in policies around shipping hazardous materials via air.
 - Blood-borne pathogens plan template has been updated; Includes expanded list of PPE, engineering controls, and sharps safety.
 - Wildfire smoke policies update is finally live from L&I. New requirements present and a new template for departmental plans has been released for those who may be exposed to these hazards.
 - L&I completed the investigation around workplace violence compliance in Sieg Building; No violations were found.
 - Sally Clark, of the Division of Campus Community Safety, gave a presentation and updates:
 - Crisis Communications Team has joined the division.
 - New BARC director; They will be reaching out to units after base issues with current infrastructure for the plans are resolved.
 - Sally wanted to emphasize that people should call 9-1-1 in the case or suspected case of immediate threats/risks to human life or property. Responders on the phone will direct the issue as needed: It could be the police who respond, or medical, or our new resources worker.
 - Husky Night Walk will continue, though will be rebranding, as it is actually a ride rather than a walk. Sally also wanted to call out "Night Ride" which is a shuttle from Transportation Services which has historically been underutilized: <https://transportation.uw.edu/getting-around/shuttles/nightride>

- Dedicated parking lot security guards and dedicated patrolling security guard for buildings now present and active. UWPD uses calls from units to control where the building security guard patrols to increase effectiveness.
- Situational Awareness Trainings being occasionally offered. There are still some spots open for the incoming session:
<https://wholeu.admin.washington.edu/uwnetid/twuext/EventRegister.aspx?eventid=1628®id=246543&eventsessionid=1582>

6. Member Updates (10 minutes)

Next Meeting: March 27th, 1:00 PM

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

Meeting Date: January 24th, 2023 (via Zoom)

Attended

Sean Krewson, AA

Jonathan Emard, CEE

Michael Pomfret, CEI

Benjamin Hornburg, ChemE

Michael Glidden, CoE Deans Office

Tatyana Berezyuk, CoE Deans Office

Alexander Lefort, CSE

Kyle Dickison, ECE

Sonia Honeydew, EH&S

Jane Skau, HCDE

Bill Kuykendall, ME

John Young, MoES/NanoES

Allison Schroeder, MoES/NanoES

N. Shane Patrick, WNF

Absent

Colleen Irvin, BioE

Riley Crain, ISE

Carter Beamish, MSE

Previous Meeting Minutes

- December 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) – Bill stated that the supervisor has noted they will update comments for the report. The lab is now using blunt objects to remove 3D prints; i.e. business cards, plastic spatulas. Group 9 has completed comments on this report.
- BioE (#2023-10-015) – No representative present. Tabled to next meeting.

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- ME (#2023-10-066) – Bill asked the supervisor to be more specific in their comments. Sonia had to unlock the report to add more to this. Bill looked at the 3D printers involved and talked to the lab members: All 3D printers are different, so there isn't a one-shot solution. They have added a way to clamp down plates and scrape away from their bodies, though. With all manual operations, there is some danger inherent. However, they may reduce this by ensuring that their procedures are laid out effectively. Group 9 has completed comments on this report with the stipulation that the supervisor provides more detailed comments.
- ChemE (#2023-11-016) – Benjamin spoke to the professor and it seems the user, though trained, did not follow the proper procedures at all. The procedures themselves had previously passed EH&S inspection. The incident was discussed with the group to avoid repeat occurrences. Group 9 has completed comments for this report.
- ChemE (#2023-11-037) – The group has put a rotating member in charge of cleaning out any build-ups of ice, as well as added more storage space to avoid continuous opening and closing of freezer doors. These measures have since been implemented. The lab did have questions as to a comment at the bottom of the report from EH&S and asked how they should best comply with records. Sonia noted that if they need more information on how to document these efforts, they should contact Alex Hagen, fischer@uw.edu. Shane noted that generally, recommendations are to follow the manufacturer's recommendations and to document any abnormalities when de-icing or other issues. EH&S will not tell you specifically how to do this for a lab's specific machine. Group 9 has completed comments on this report.
- HCDE (#2023-12-013) – The affected employee meant to fill out the pest report form, but couldn't find it immediately and thus accidentally filled out an OARS report. Jane has filled out the pest report form on their behalf and the problem has now been taken care of. They will wait for warmer weather to see if the issue is, indeed, solved. Group 9 has completed comments on this report.
- AA (#2023-12-019) – This has been tabled to next meeting in the interest of time.
- CSE (#2023-12-024) – This has been tabled to next meeting in the interest of time.
- MSE (#2023-12-041) – This has been tabled to next meeting in the interest of time.
- Deans Office (#2023-12-044) – This has been tabled to next meeting in the interest of time.

Group Business

- Identify minutes taker:
 - Alexander Lefort chosen.
- Elect new chair:

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- Alexander Lefort was unanimously voted in as the chair for the 2024-2025 biennium.
- Elect additional positions:
 - Vice Chair:
 - No nominations or volunteers for position.
 - U-Wide Committee Representatives:
 - Alexander Lefort – As chair of Group 9
 - Jane Skau – voted in unanimously.
 - Election Coordinator:
 - Tatyana Berezyuk was willing and appointed by Alexander Lefort
- Determine date, time, and location of monthly meetings:
 - Zoom was unanimously chosen as the continued platform for Group 9 meetings.
 - Alexander stated that he would send a poll out after the meeting to figure out what dates and times worked best for the most members. Sonia requested that this time does not fall on the U-Wide meeting time or on the time of any other health & safety committee.
- Ensure committee structure is complete and fits guidelines:
 - Group 9 fits current health & safety committee guidelines.
 - A brief discussion was had with respect to minutes and what is and isn't required in them. Sonia noted that these requirements come from APS 10.11 4A and that information will be clarified with a minutes template that will be produced and stored in the health & safety committees shared folder shortly.
- Sonia gave a presentation on committee member duties:
 - Information from the presentation will be available in a summarized format available to committee member shortly.

UW-Wide Meeting

- Alex asked if anyone had any questions/comments on notes from the U-Wide:
 - December meeting minutes attached.
 - No meeting in January to allow committees to choose U-Wide representatives.

Department Updates

- AA – Doing some lab infrastructure and building updates. Also going through instructional reviews from lab safety.

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- CEE – There was a campus alert from Moore Hall recently, but we will discuss more during next meeting.
- CEI – Though we weren't able to get to the incident report today, Michael wanted to note that there was a question around the definition of an 'explosion,' particularly as it relates to chemical vs. heat sources. This is fine to discuss during our next meeting.
- ChemE – They continue to experience intrusions from members of the public. As instructed by UWPD, they are putting up signs restricting access to the building and installing cameras.
- CoE Deans Office – Michael Glidden wanted to second the hazmat situation that will be discussed by Jon Emard next meeting. He wanted to reiterate the use of secondary containment and for the collection of non-used, old chemicals within labs. It is also important to watch out for chemicals that might react with each other are given adequate space with shielding between them. The Deans Office is also working with EH&S on vandalism and intrusions by the public.
- CSE – Alexander stated that CSE has developed an Active Threat Response Plan and gave a presentation to the Allen School on this along with Allyson Long of UW Bothell.
- EH&S – Sonia noted that she will send a link to Group 9 to the EH&S News Update mailing list and encouraged members to sign up for it.
- HCDE – Jane stated that HCDE is moving forward with estimates on adding cameras to their spaces and installs by UW Facilities. All classrooms now have CAAMS readers. Michael Glidden discussed how issues leading up to these installs has affected Moore Hall as well. Bill mentioned that, with regard to who has access, this is decided by who the department wants to have access, which the department can communicate directly with CAAMS. For classrooms, classroom services is also involved.
- ME – Bill mentioned that they have had continued issues with members of the public coming in; Particularly those living with homelessness.
- WNF – Shane noted that a lot of infrastructure work is being done for the handling of hazardous materials. They are working with the proper team at EH&S. As a side note, Shane wanted to make everyone aware that he will also be representing UAE2141 at the U-Wide meetings.

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- Good of the Order – Sonia posted a link to the EH&S News Letter sign-up page for those who have not done so: <https://www.ehs.washington.edu/newsletter-sign>. Shane asked if all vacancies were filled at EH&S, to which Sonia replied that it seems all positions have been filled, but asked Shane to reach out to Matt Moeller (maddmatt@uw.edu) to confirm. Sonia also provided the Org Chart for EH&S: <https://www.ehs.washington.edu/ehs-organization-charts>.

Adjournment

- Adjourned at 2:31 PM.

Next Meeting

- Next meeting will be February 28th, 2023 at 1:30 PM via Zoom.

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

February 14, 2024

1:00 p.m. – 2:30 p.m.

Zoom (screen required)

Zoom phone shortcuts: to mute self *6; to raise hand *9

Agenda Item	Lead	Process	Time
Attendance/Quorum (13)	Sonia Honeydew	Verify quorum per Zoom gallery count	3 min
Call to Order, Welcome, Introductions	Christine Aker, outgoing Vice Chair	Robert's Rules of Order	10 min
Elect New Chair(s)	Christine Aker	Robert's Rules of Order	5 min
Approval of Meeting Minutes	New Chair	Discussion	2 min
EH&S Introduction	Katia Harb	Presentation	15 min
U-Wide Charter and UW APP	Sonia Honeydew	Presentation	5 min
Organizational Group Reports*	Organizational HSC members	Discussion	15 min
Union & Senate Reports	Union & Senate members	Discussion	5 min
Ex Officio Reports	Ex Officio members	Discussion	10 min
Campus Community Safety	Sally Clark	Presentation	5 min
EH&S Updates General L&I	Jimmy Spencer Erin McKeown	Discussion	10 min
Good of the Order	New Chair	Discussion	5 min
Adjourn	New Chair	Robert's Rules of Order	

*Organizational Group Reports comprise only novel topics and updates needed by U-Wide.

Please send ideas for agenda items to Carmen Parisi and Christine Aker at least 2 weeks prior to the scheduled meeting.



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OR OCCUPY THIS CONTAINER
FOR ANY PURPOSE

NOTICE

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LEVEL SURFACE
LOAD UNIFORMLY

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ONLY

TEMPORARY
PAPER
CLEANOUT
ONLY

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