

Agenda – October 28, 2019
Group 9 (College of Engineering) Health and Safety Committee

1. Attending

Fiona Spencer or Elliot George, AA
Colleen Irvin, BioE
Sean Yeung, CEE
Michael Pomfret, CEI
Kameron Harmon, ChemE
S. Honeydew or M. Glidden, CoE DO
Alex Lefort for Sophie Ostlund, CSE
Bill Lynes, ECE

Angie Haggard, EH&S
Stacia Green, HCDE
Sheila Prusa, ISE
Bill Kuykendall, ME
John Young, MoIES/NanoES
Tatyana Galenko, MSE
Darick Baker, WNF

2. Introductions

- John Young from ECE to MoIES/NanoES; new member Bill Lynes for ECE

3. Previous Meeting Minutes

- Sep 2019 – approve? Corrections/additions?
- Previous meeting minutes are posted at <https://www.engr.washington.edu/mycoe/safety#>

4. Department Incident Reports (use “5 Why’s” analysis for one report)

- WCET @ Bowman – HF spill (Sep)

5. Group Business

- Group 9 election status – elected members, ex-officio, proxies
- Status of CoE building annual evacuation drills
- SafeZone’s advanced applications
- November guest ideas? UWPD? Facilities? Another part of EH&S?

6. UW-Wide Meeting

- September minutes attached
- October agenda attached

7. Member Updates

Next Meeting: November 25th at 3pm, in Loew 355

DRAFT Meeting Minutes

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

Meeting Date: September 30, 2019

Attended

Eliot George for Fiona Spencer, AA	Angie Haggard, EH&S
Colleen Irvin, BioE	Stacia Green, HCDE
Michael Pomfret, CEI	Sheila Prusa, ISE
J. Sean Yeung, CEE	Bill Kuykendall, ME
Alexander Lefort for Sophie Ostlund, CSE	Tatyana Galenko, MSE
Sonia Honeydew, DO	

Absent

Kameron Harmon, ChemE	Madison Weaver, MoES/NanoES
John Young, EE	Darick Baker, WNF

Guest Speaker: Alex Hagen, EH&S Lab Safety

- Most common issues during lab safety surveys:
 - training (this is the #1 way to improve safety)
 - chemical management -- training is important, including chemical-specific training online. Note that as of last month only 41% of PI's had taken the required "Managing Lab Chemicals" class. EH&S also provides General Chemical Use Guidelines doc, and SOP templates plus help writing SOPs. Keep MyChem inventory up to date (SFD uses)!
 - the challenges of shared spaces – of 977 labs, 494 share equipment or space. Based on EH&S catalyst survey, only 63% are shared intra-departmentally. Communicating across departments or fields can be challenging. The main issue with sharing space/equipment is *training* on equipment, safety resources, and hazardous activities, and *communication* on what hazards are present, policies and procedures, and recent incidents. Different groups' managers must know and communicate with each other. EH&S recommends the groups share records, folders, and quarterly safety meetings. About a third of these shared labs designate one manager for the shared equipment.
- EH&S must survey separately each PI in a shared space. Any issues appear on all surveys.
- If a lab has a "particularly hazardous" chemical, SOP is required.

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- A few new buildings in the last year have shared chemical storage spaces. EH&S helped talk to everyone about guidelines: each group identify their items and have their own MyChem inventory. There is a sole owner for each chemical. Put policies and practices in writing and have users sign that.
- We have some new tools to manage lab safety:
 - Updated “Welcome Packet” for PIs. This is especially important because EH&S does not typically interface with new PI’s for a lab safety survey right away. Email Alex for packets: fischera@uw.edu .
 - Enhanced “Lab Safety Dashboard”. While the annual lab self-inspections were always on the lab safety checklist, now they are highlighted on the dashboard (can keep three years’ worth here). Self-inspections can be done either on paper or electronically.
 - New “Risk Assessment Tool” – a planner that helps strategize chemicals use, PPE, etc for experiment, so the PI can review the plan before purchase.
- Dec 9th EH&S hosts a Lab Safety Awards and Innovations Event from 9-10am at the HUB. If you know of a lab with a safety innovation, please encourage them to reach out to labcheck@uw.edu.

Previous Meeting Minutes

- August 2019 – draft approved
- Previous meeting minutes are at: <https://www.engr.washington.edu/mycoe/safety#>

Incident Reports

- BioE @ Foegen – cut finger with razor contaminated with mouse blood (Aug). Does it have to be a razor? It must be something sharp. Review process. Visiting student gone but will review in group meeting.
- ECE @ HSEB Primate Research Center – nick on finger from unknown cause (Aug). Reacted with abundance of caution. In future, will take better inventory of scratches before lab work.

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- MSE @ Roberts – heart attack (Aug). Clammy, left hand affected. Received stent in heart. Initially refused treatment but acquiesced? What can good Samaritans do? The good Samaritan law is generous but get consent before touch. It's always OK to call 911. The person has a right to refuse transport/treatment, but more likely they'll listen to emergency responders (or if they eventually pass out, emergency responders will take them then). Self-transport (to hospital) is discouraged – let the professionals discuss with them first. Regarding reporting – we generally don't need OARS reports on personal medical conditions, except where they are heart-related – then WA state does want to be notified.
- MSE @ Bowman – tweezers in lab coat pocket punctured forearm (Aug). Good user who follows rules but got into habit of stowing tweezers in pocket to save time, rather than putting them away. Leaned over and stuck himself. 5 Whys: stuck himself because moved with sharp tweezers in pocket, because saved time by putting them in pocket, because it seemed more efficient than returning them to drawer after each use. Lesson learned.
- Updates on ME @ EGA – battery accumulator in racecar caught fire (July). This was a lithium polymer battery with 94 cells. Forensic investigation is done, with assistance of expert from Exponent Engineering, who will write a profession report to share with others, including car clubs and maker spaces. (Lab managers from several CoE-affiliated maker spaces are getting together to develop consistent policies/procedures/recommendations!) This investigation did not identify any smoking gun that caused the fire. The theory of an arc ground fault was supported by the damage to both terminals of the aluminum box that held the cells. The design was scrutinized before and after the fire by professionals, who saw nothing wrong with design. The car club is starting a new design, moving the solid bar on top and maybe adding more insulation, and more space between components. In considering how to manage if another fire like this were to break out, they will design clear egress between the car and the door so students could roll the car outside themselves rather than awaiting SFD. Local signage about fighting this type of fire and training that specifically addresses this type of fire?

Group Business

- Group 9 election status: the election will end Oct 3rd. EH&S wants voting members to have proxies established from the start of the term. There is an ECE staff member running in the election to represent in Group 4 (School of Medicine) because of where they work. Group 9 did not have an objection. Angie says there are some leadership changes in the U-wide HSC so there are opportunities coming up. And any of us are welcome to attend the U-wide meeting.

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- [Flu shots](#) available on campus. We encourage herd immunity for our more and more interdisciplinary world (CoE connections to medical center campus, where there are vulnerable patients).
- Safe Campus is distributing [new posters](#) – updating SafeCampus posters at your bldg.
- CoE building annual evacuation drills will mostly occur in October. EH&S is trying to avoid class disruptions.
- ABET lab walk-throughs will be on Sunday 10/20 between 1:30 and 4:45pm.

UW-Wide Meeting

- Aug minutes in packet.
- Sep agenda in packet. EH&S asked for review of the definition of levels of incident that trigger a Serious Incident Review. Serious incidents (like our chemical explosion last month at Mueller) will all be reviewed at the U-wide meeting. The Root Cause Analysis report EH&S produces for serious incidents gets a different level of notification, as well, to gather the best information and communicate thoroughly.

Department Updates

- CEI – We had an HF spill (future OARS report). Tracy is doing the Root Cause Analysis report. There was a mismatch of sizes between the vessel and secondary container (not big enough), but still not sure how it was bumped (more in upcoming meeting). Lab members followed protocol well, and spill response supplies were well organized so could bring SDS to ER. SFD knew exactly what to do. Alarm went off for almost two hours (leased building).
- CSE – Soft opening of new makerspace (with a few chemicals) in Gates Center on 10/22. Also working on a second makerspace (with no chemicals) in the Allen Ctr.
- MSE – question about fire permits, new permit based on MyChem... ask Diana Zumba. Fire permit deadlines are building-specific, not all campus at same time.
- DO – How are different groups within EH&S working together to share information about new labs coming online? Angie made note of opportunity for improvement and suggests that just in case construction/renovation plans changed or PI left, dept should still reach out to EH&S Lab Safety when a new lab begins operations.

Next Meeting

- October 28th, 2019 at 3pm, in Loew 355.



University of Washington Accident / Incident Report

Report Number: 2019-09-077

Contact EH&S at 206-543-7262

Person Reporting Incident

Last Name: Pomfret	First Name: Michael
Phone: +1 206 685-6833	Email: mpomfret@uw.edu
Occupation/Position: ASSISTANT DIRECTOR OF OPERATIONS	Department: ENG: Collaboration Core - WCET Managers
Date Reported (yyyy/mm/dd): 2019/09/25	Time of Reporting: 08:23 PM

Person Involved or Affected

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

Incident Details

Date of Incident (yyyy/mm/dd): 2019/09/25	Time of Incident: 5:15 PM	When Shift Begins: N/A
Campus: Seattle	Incident Location/Parking Lot:	
Room: 113	Other: Bowman Building, Washington Clean Energy Testbeds	

Incident Details:

Two users were working as a team on a purification process that involved the use of 3% HF. After the purification process the material is rinsed 2 times with an ethanol/acetone mix and 2 times with DI water. During the 4th rinse, the flask fell over and the solution (likely less than 3% HF) was spilled from a buchner funnel into the fumehood, the floor and onto the clothes and shoes of [REDACTED] (approximately 200mL was on the floor. [REDACTED] immediately washed her feet with water, removed her clothes, and applied calcium gluconate gel. Her partner alerted staff, called 911 from the lab phone, evacuated rooms 112 and 113, and pulled the fire alarm to begin a full building evacuation. EMS and SFD (including a HazMat team) responded within minutes. [REDACTED] was transported to Harborview for treatment for HF exposure.

Attachment: **Yes**

Supervisor

Last Name: Pomfret	First Name: Michael
Phone: +1 206 685-6833	Email: mpomfret@uw.edu
Occupation/Position: ASSISTANT DIRECTOR OF OPERATIONS	Department: ENG: Collaboration Core - WCET Managers

Classification

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

Type of Incident

Injury Description: Poisoning by Substance,
Body Parts Affected: Legs, Feet, Ankles, Toes,
Cause of Injury or Damage: Chemicals, Contact with Object: Bumped into Something,

Possible Causes

Equipment:

Environment: Chemicals,			
Policies / Procedures:			
Human Factors: Improper Lifting,			
Suggested corrective action by the affected party			
Larger secondary container, teams of 3 (2-person teams are currently required by WCET SOP).			
Supervisor's Comments			
<p>Root Causes:</p> <p>(Please look at all the factors that may have contributed to the accident. Such factors may include equipment, environment, policies, procedures, and personnel.)</p> <p>Root cause was determined to be a lack of a secure reaction set-up inside the fume hood due to insufficient equipment. Use of a fume hood in a different location was a contributing factor. A summary list of contributing factors includes:</p> <ul style="list-style-type: none"> - Fume hood dedicated to acid/base work was down for repair, acid/base activities temporarily moved to fume hood in a different location in that lab. This inadvertently led to alterations to the typical set-up for this HF work that affected safety - specifically, a solvent trap that would normally be on an adjacent table was placed in the hood, creating a crowded work surface. - The solvent trap was too small for the amount of material used in this process and filled up leading the workers to adjust the path of the vacuum tubing to bypass the trap. - The vacuum tubing is heavy-weight and was unsupported, causing it to pull on the flask. - The ring stand supporting the flask was oriented in such a way that it did not provide counterbalance to prevent tipping caused by the weight of the vacuum tubing. 			
<p>Recommendations/Preventive Measures:</p> <ul style="list-style-type: none"> - Only use designated fume hood for HF work, even if that means waiting out down-time. - Rework the filter flask set-up to ensure stability: install "monkey bars" in the fume hood, use 3-pronged clamps to hold flask and relieve the weight of the vacuum hose, use an appropriately sized solvent trap to avoid the need to bypass it when using large volumes. - Implement better secondary containment to limit the spread of spills. - Require PPE that provides full coverage of the legs of users. 			
Corrective Actions Target Date (yyyy/mm/dd): 2019/10/02		Corrective Actions Complete Date (yyyy/mm/dd): 2019/10/02	
<p>Other Comments:</p> <p>User organization provided a report (attached). Both WCET and the user organization have issued lists of action items to reduce future risk. The WCET to-do list is attached. Additional comments:</p> <ul style="list-style-type: none"> - user did not use safety shower, claimed she knew the HF was diluted and risk to her wasted worth flooding the lab. WCET staff has urged her to use the shower in the future. - Users involved called WCET staff prior to calling 911. - Users met HazMat team and provide a map of facility (WCET staff will add map to the emergency response document packet). - All future HF work by this user will start in the morning to prevent rushing to meet the 6pm 			
EHS Review			
Last Name:Haggard	First Name:Angelina M	Phone Number:+1 206 616-3442	Email:ahaggard@uw.edu
Occupation/Position:		Department:	
Comments:			

Part 1-- Cleaning taken care of

- HF spill was 200-300 mil - diluted to lower than 3 wt% due to ethanol and water washes twice.
- Initial cleaning started by [REDACTED] and [REDACTED]. Absorbent pads placed down and area evacuated within 5 mins and outer layer PPE left in spill area.
- Exposed clothing removed, skin rinsed in bathroom for approximately 5 mins, and calgonate gel applied immediately after washing.
- [REDACTED] contacted.
- 911 called by [REDACTED] from lab phone.
- Building evacuated after fire alarm pulled by instruction from Seattle police.
- Followed up by containment and initial neutralization by Seattle hazmat fire department.
- Followed by complete cleaning and second neutralization by WCET staff ([REDACTED]).
- Next day morning- cleaning finished by [REDACTED] and [REDACTED]

Part 2- Replenish used supplies

- Need to replenish spill kits and PPE
- For WCET spill kit- need print outs and calcium gluconate gel, hazardous waste bags, butyl rubber gloves, brush and dustpan, HF neutralizer, pH strips.
- For Users - need to get 1 additional apron and absorbent pads

Part 3: Next steps

- Meeting with WCET staff for additional training plus next steps
- [REDACTED] scientist notes

Primary Issue 1. Fumehood cluttered for our process.

- Always keep solvent trap outside of fume hood.
- Only bring hardware into the fumehood right before use and immediately neutralize and remove hardware that is no longer being used.

Primary Issue 2: Unstable Filter flask setup

- Purchase Whatman GF filter papers that fit plastic Buchner funnel, so that the funnel is not top heavy.
- Purchase dedicated stable ring stand and 3-prong clamp for procedure.
- Purchase larger solvent trap so that users do not have to disassemble trap setup and empty during procedure.

Primary Issue 3: Insufficient secondary containment.

- Purchase taller and or wider secondary containment for filter flask.

Primary Issue 4: The amount of protection below our shins is not sufficient nor foolproof for HF contaminants.

- Purchase Tyvek shoe covers that will always be worn during the HF procedure.
- Purchase HF resistance boots that are added to the WCET PPE for HF.

Solutions that users should follow in addition to WCET procedures

1. All users that directly work with HF should go through HF emergency procedure review every quarter.
2. All users working with HF should have a spare set of clothes in the office for any emergencies.
3. During HF emergency review, the location and use of hazardous waste bags present in the spill kit should be covered in detail. During any accidents, all contaminated clothing that is removed should be directly put into the hazardous waste bag by the buddy.
4. **ALL WCET staff** should be set an email notification from users prior to start of an HF wash, with expected duration of the run and another email notification at the end of the process, after the degowning.

U-WIDE HEALTH AND SAFETY COMMITTEE

September 11, 2019 Meeting Minutes | 1:00 pm - 2:30 pm | N-130A

	Elected Members* (HSC Group)		Appointed Members* (HSC Group)		Environmental Health & Safety (EH&S) Staff**
X	Leslie Anderson, Co-Chair (1)	X	Paul Zuchowski (3)		Katia Harb
	Fieta Robinson (1)		Katie Beth (3)	X	Denise Bender
X	Ryan Hawkinson (1) alternate	X	Beth Hammermeister (4)	X	Erin McKeown
	Sterling Luke (2)	X	Liz Kindred, Co-Chair (5)	X	Angelina Haggard
X	Jeff Mellema (2)	X	Adam Geoffrey (7)	X	Manisha Konnur
	Carol Harvey (4)	X	David Zuckerman (10)	X	Jenna Gravley
X	Ann Aumann (5)	X	Sonia Honeydew (9)		
X	Natassia Stelmaszek (6)				
	Kelly Carter-Lynn (7)				
	David Hirschberg (8)				
X	Hannah Wilson (8)				
	Kameron Harmon (9)				
X	David Warren (10)				
	Faculty Senate*				
X	Lesley Colby				
	Labor Union Representation*		Ex-Officio Members**		Ex-Officio Members**
	Paula Lukaszek, WFSE Local 1488	X	Tracey Mosier, UW Facilities		Felicia Foster, Atty. General's Office
X	Christine Kang, UAW 4121	X	Chris Pennington, UW Facilities		Lt. Chris Jaross, UWPD
	Leandro Casigrahi UAW 4121 Post Docs	X	Steve Charvat, Emergency Management		
			Barry Morgan, Emergency Management		Vacant, Transportation Services
		X	Rick Gleason, DEOHS		Ken Nielsen, Risk Claims Services
					Vacant, Capital Planning & Development

Agenda

1. **Call to Order and Introductions**
2. **Approval of Meeting Minutes**
3. **U-Wide Charter**
4. **Organizational Group Reports and Election Update**
5. **Union Reports**
6. **Ex-Officio Reports**
7. **EH&S Updates**
8. **WA Labor & Industries Updates**
9. **Serious Incident Review**
10. **Good of the Order**
11. **Adjourn**

Recorded by Manisha Konnur

1. **Call to Order and Introductions**

Leslie Anderson called the meeting to order at 1:06pm. There were no new introductions.

2. **Approval of the Meeting Minutes**

August 2019 U-Wide meeting minutes were not approved since there was no quorum. Liz Kindred requested a change to the August minutes for the group 5 report for the term "prophylactic shot" to just "prophylactic".

3. **U-Wide Charter**

The Committee discussed the benefits of using 'Zoom' or a call-in phone line for members to join the meetings when they cannot attend in-person. Foegen N-130A has a microphone and telephone. The committee agreed this might help reach quorum and may lead to an increase in member participation. The committee tabled the discussion for the next meeting.

The committee also discussed the idea of allowing Ex-Officio members to become voting members. This change may help the committee reach quorum. Committee rules say that the number of appointed members who can vote, should not exceed the number of elected members who can vote. The committee agreed to investigate this further and table it until the next meeting. EH&S will review the Labor & Industries Variance to determine impacts, if any.

4. **Organizational Group Reports and Election Update**

HSC 1 - Leslie Anderson and Ryan Hawkinson reported for HSC-1. The group met that morning, discussed the OARS reports, approved August minutes. The next HSC-1 meeting will be a site visit to Applied Physics Lab (Benjamin Hall). The radio station

off campus has had a situation which involved someone dumping meat into the garbage bin in the alley. The meat eventually decomposed causing a horrible smell that drifted into the radio station. Numerous entities have been involved since this is a leased space off campus. Leslie gave election updates. She worked with the Provost's office to get the names of the representatives of each of the departments, and is looking forward to having new members in the committee. Leslie also reported that there will be a campus wide email from the Provost calling out the upcoming elections.

HSC 2 – Jeff Mellema reported for HSC-2. The group met last month, approved August minutes and discussed the upcoming elections. Group 2 will meet on September 12, 2019.

HSC 3 –Paul Zuchowski reported for HSC-3. He mentioned there are 10 candidates so far for the upcoming elections which close on Friday. To facilitate the election process, Group 3 will use catalyst and paper ballots. The group met, discussed the OARS reports, and the 'Active Shooter Safety Training Exercise' conducted by UWPD in the HUB. Paul mentioned the importance of being trained in First Aid and CPR and on how to properly use tourniquets.

HSC 4 – Beth Hammermeister reported for HSC-4. The group met on August 27. Executive sponsor Dave Anderson was in attendance. The group discussed ways to get the School of Medicine more involved. Dave Anderson indicated he will bring this up in his meetings with the representatives of the School of Medicine. There was a discussion on how the committees should escalate concerns related to safety incidents that occur on campus. Dave indicated that these issues should be brought to EH&S. The group also discussed potentially using video surveillance at School of Dentistry for safety reasons. Paul Z. mentioned that the HUB has a video surveillance camera policy. Beth mentioned that there has been an increase in incidents involving exposure to needles, which may be because of more accident reporting. She also indicated the importance of knowing the location of emergency showers and eye-washing equipment.

HSC 5 – Liz Kindred reported for HSC-5. She wasn't present at the committee meeting. The group will start talking about elections. Northwest Hospital will also be a part of the UW Medicine committee starting January 2020.

HSC 6 – Natassia Stelmaszek reported for HSC-6. She wasn't present at their HSC group meeting.

HSC 7 – Adam Geoffrey reported for HSC-7. He wasn't present at their HSC group meeting. Adam reported that the group talked about elections. They also discussed an issue involving students accessing the building after hours.

HSC 8 – Hannah Wilson reported for HSC-8. They did not meet in August and Hannah will not be in attendance at the September 12, 2019 meeting. Angie Haggard, EH&S will be in attendance for the next few meetings to provide guidance and coverage. Hannah will be the election coordinator.

HSC 9 – Sonia Honeydew reported for HSC-9. Diego Oliver, Fire Safety Specialist, was the guest speaker at their meeting and talked about the Evacuation Warden Training and also pointed out the online version of the training. They are working on finishing nominations.

HSC 10 – David Warren reported for HSC-10. The group met on August 10. Since this is the emergency preparedness month, Stephanie Harrington is doing some activities related to emergency preparedness over the month. The group discussed the OARS reports from the last 2 months (August and July). David mentioned that bee season is back. There were a couple of OARS reports involving bee-stings, one with a dog bite incident. He also mentioned a peculiar incident involving an individual having heat-stroke and grabbing a cactus. The election coordinator, Fiona Lee, for HSC 10 has accepted a new job.

5. Union Reports: There were no updates.

6. Ex-Officio Reports:

UW Facilities (UWF): Tracey Mosier reported for UWF. UWF will be the sole department in HSC-2 beginning with the 2020-21 term due to UW leadership reorganization. The other departments currently represented by HSC-2 will move to HSC-1 for the new term. UWF started their election process.

Faculty Senate: Leslie Colby reported the next meeting will be on October 17.

DEOHS: Rick Gleason mentioned the new school year is going to start and reminded everyone to be more aware of the students.

Emergency Management: Steve Charvat discussed issues related to the Husky game and the inclement weather. Due to the thunder and lighting, the game was delayed several hours and the game ended after 1:30am. Megan Levy has left the UW for another opportunity. They will recruit for the Business Continuity position. The 2019 Great Shake Out earthquake drill will be on October 17 at 10:17am. Steve encouraged everyone to take one minute of the year to practice earthquake safety.

7. EH&S Updates and 8. WA Labor & Industries Update

Erin McKeown reported that the L&I inspection at Fleet Services was officially closed with no violations or fines.

9. Serious Incident Update

Denise Bender discussed how EH&S defines serious incidents and asked members to comment on the definitions prior to the next meeting. A few members in the meeting suggested the definitions should include acts of nature, wildlife encounters, and diving incidents.

Denise described a recent serious incident. A chemical waste mixture was placed in an incompatible waste storage container. The container exploded while the hazardous waste contractor was lab-packing the container. EH&S notified the Principal Investigator, the Chair, and the Dean. An EH&S subject matter expert was assigned as the lead investigator and met with those involved in the incident to collect information, and conduct a Root Cause Analysis. They determined the underlying causal factors, root-cause(s), and corrective actions. A written incident investigation report was provided to the Lab personnel.

Denise mentioned another serious incident where a student autoclaved containers containing dimethyl sulfoxide (DMSO). DMSO is flammable and ignited when the autoclave was opened.

Denise mentioned one more serious incident involving a researcher that experienced signs and symptoms of carbon dioxide exposure or oxygen deficiency during a laboratory operation. An investigation into the incident is underway to determine if there was a leak from the CO₂ cylinder and ancillary equipment.

10. Good of the Order

Beth Hammermeister had a concern about a pile of trash collecting on the Burke Gilman trail. She contacted UW Facilities, but later found the work order had been cancelled. Beth asked committee members about ways to get things done when the issue is not a UW Facilities responsibility. Tracey Mosier and Ryan Hawkinson mentioned a City of Seattle smartphone app called 'Find it Fix it' that could potentially help.

11. Adjourn: Leslie Anderson adjourned the meeting at 2:21 pm.



ENVIRONMENTAL HEALTH & SAFETY

UNIVERSITY of WASHINGTON

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

October 9, 2019 1:00 – 2:30 PM [William H. Foege Bldg. N-130A](#)

*This meeting may be audio recorded for the purpose of taking meeting minutes.
Please notify EH&S if you have any question or concerns.*

Agenda Item	Lead	Process	Time
Call to Order	Liz Kindred, co-chair	Robert's Rules of Order	
Introductions	Committee Members	Discussion	5 min
Approval of Meeting Minutes	Liz Kindred, co-chair	Robert's Rules of Order	5 min
National Biosafety Month	Zara Llewellyn, Interim Assistant Director for Research & Occupational Safety	Presentation	15 min
U-Wide Charter Revisions	Liz Kindred, co-chair <ul style="list-style-type: none"> members attend U-Wide remotely 	Discussion & Committee Members Vote	10 min
Organizational Group Reports and Election Update*	Committee Members	Discussion	20 min
Union Reports	Union Representatives	Discussion	5 min
Ex-Officio Reports	Ex-Officio Members	Discussion	10 min
EH&S & WA Lnl Updates	Angie Haggard, EH&S <ul style="list-style-type: none"> U-Wide & HSC leadership opportunities Committee attendance, elected member vacancies HSC Dashboard published Erin McKeown, EH&S <ul style="list-style-type: none"> WA Lnl Updates 	Discussion	5 min
Serious Incident Review	EH&S	Discussion	10 min
Good of the Order	Liz Kindred, co-chair	Discussion	5 min
Adjourned	Liz Kindred, co-chair	Robert's Rules of Order	

Please send ideas for agenda items to the co-chairs Leslie Anderson and Liz Kindred at least 2 weeks prior to the regularly scheduled meeting.