



UNIVERSITY HEALTH & SAFETY COUNCIL MINUTES

September 27, 2017

Approved October 25, 2017

Present: Marianne Bell, Morgan Bliss, Stacey Ferris, James Hudson, Kerry Neubauer, Jeff Penick, Steve Sarchet, Shane Scott, Ian Seiler

Absent: Jason Berthon-Koch, Kevin DeWitt, Andres Moreno

Quorum present. Meeting called to order by Morgan Bliss at 10:00 a.m.

1) Action Item

- a) Council ratified both the July 26th and August 23rd meeting minutes. J. Penick motioned with Ian Seiler seconding.

2) Discussion Items

- a) Update on EH&S staff hiring
 - i) Two candidates have accepted positions within the EH&S office. Katie Litzenberger and Lucas Winkelman are scheduled to start Monday, October 16th. Also, EH&S is slated to move to Black Hall the week of October 2nd through 6th.
- b) Summary of Indoor Air Quality findings during late August/Early September
 - i) Air Quality Index (AQI) Basics: Handout described what the AQI is, how it's presented to the public, who is susceptible, how to protect oneself, and what PPE and/or control measures to use in extreme conditions.
 - ii) Indoor monitoring findings of three sample buildings (Barge, Michaelsen/Randall, Sparks Residence Hall) showed that the particulate WAQA Value was low and well within the Good range of 0-50 (average findings were 14, 12, and 21 respectively for each building). Please see handout for specifics.
 - iii) S. Ferris mentioned that EH&S used to provide HEPA filter units to departments. EH&S has three such units but all are currently in service elsewhere on campus.
- c) Update on the University Safety Policy
 - i) The Faculty CBA was signed on this day (9/27/2017) and became retroactive to September 1st. It remains in effect until August 31, 2020. Of interest is Article 30 – Ergonomics and Work Place Safety. Section 30.1 states that the University will provide a work environment that will continue to comply with state and federal statutes regarding safety in the work place. Section 30.2 states that Faculty members may request a review of a workstation for compliance with appropriate ergonomic standards. Section 30.3 states that the University agrees to give serious consideration to ergonomics in the purchase of new or the modification of existing tools, equipment and furniture. Appropriate university agents or representatives are encouraged to seek faculty input regarding such ergonomics considerations when purchasing new or the modification of existing tools, equipment and work stations. And section 30.4



- states that Faculty members shall not be required to work under hazardous conditions or to perform tasks which endanger their health or safety. Protective devices and first aid equipment shall be provided to faculty members who practice in hazardous instructional environments.
- ii) S. Sarchet will confirm that Human Resources (HR) is agreeable to the proposed changes put forth by the Council. With the conclusion of bargaining negotiations, M. Bliss can present the draft to the faculty for review. Final revisions will be presented to the Council at some time in the next two meeting dates.
- d) Update and further comments on the Accident Prevention Plan
- i) With the signing of the Faculty CBA, the draft APP written by EH&S during the summer will be presented to the faculty senate for review, comment, and/or endorsement.
 - ii) M. Bliss was asked to briefly critique the draft plan before the proposed deadline of September 1st. M. Bliss pointed out several deficiencies, omissions, and potential liability risks in the existing document. Highlights of the document are as follows:
 - (1) The APP does not address the “effective in practice” component. Three examples were identified and discussed.
 - (2) The required elements of an APP, per WAC 296-800-14005 were named and commented on.
 - (3) It was noted that WA L&I provides a step-by-step guide to developing an APP at <http://www.lni.wa.gov/safety/rules/chapter/800/helpfultools/appcoreruleguide.pdf>.
 - (4) Other questions and concerns were noted by M. Bliss within the body of the document.
 - (5) M. Bliss’ summary was that the APP is not unique to our workplace or the hazards and risks faced by the organization [University]. Nor does it meet the basic requirements of the WACs and should be rewritten or at least heavily revise.
 - iii) S. Scott, in the absence of K. DeWitt and M. Panisko (the authors of the document), spoke on their behalf. No one disputed that safety is everyone’s responsibility or that there wasn’t a need to address the safety culture on campus. At issue was the subject topics within the APP that were not germane to the campus as a whole.
 - iv) I. Seiler noted that the APP as written would put the University at risk due to the strict language. He noted that there are several regulatory citation inaccuracies such as flammable storage requirement. As an example, the document states that no more than three (3) flammable cabinets are allowed within a fire area. The Chemistry stockroom has seven such cabinets. As such, it would immediately be in violation. J. Hudson stated that the Ellensburg Fire Marshal, who is the Jurisdiction Having Authority (JHA) authorized and signed off on the placement of said flammable cabinets. J. Hudson stated that he would contact J. Seemiller to respond to the Chemistry stockroom concern.
 - (1) J. Seemiller responded on 10/9/2017. He stated that the maximum allowable quantities of several types of HazMat (noted below in the table) can be doubled once the building is equipped with a fire sprinkler system and stored in a



flammable liquid cabinet. It should be noted that the flammable cabinets in the Chemistry stockroom are also vented which would also increase the quantities.

Hazard Classification for Flammable Liquids				
Class	Flash point	Boiling point	Max. Gals.	Examples
I-A	below 73°F (23°C)	below 100°F (38°C)	30	diethyl ether, pentane, ligroin, petroleum ether
I-B	below 73°F (23°C)	at or above 100°F (38°C)	120	acetone, benzene, cyclohexane, ethanol
I-C	73-100°F (24-38°C)	----	120	p-xylene
Hazard Classification for Combustible Liquids				
II	101-140°F (39-60°C)	----	120	diesel fuel, motor oil, kerosene, cleaning solvents
III-A	141-199°F (61-93°C)	----	330	paints (oil base), linseed oil, mineral oil
III-B	200°F (93°C) or above	----	13,200	paints (oil base), neatsfoot oil

- v) I. Seiler also reiterated the need for the administration, namely the President, to reaffirm the recommendation outlined within the APLU “A guide to implementing a Safety Culture in our universities” document.
- vi) S. Scott suggested that a sub-committee be formed to review, amend, or edit the document to bring it into line with L&I requirements. M. Bliss, I. Seiler, J. Penick, and S. Ferris volunteered to be on the sub-committee. S. Scott will notify both K. DeWitt and M. Panisko of the decision. Other members (either Council or University staff) may be asked to participate. Those individuals were asked to review the pertinent WAC sections outlining the topics required in an APP, review the L&I guide (noted in the link above), and the current CWU APP on the EH&S website. Several Washington State universities have good examples of APP.

3) FTGOTO (For The Good Of The Order)

- a) J. Hudson was asked by Dr. G. Stryker to report to the Council her concern that the crosswalks crossing Wildcat Way pose a safety risk to pedestrians. There is no lighting to illuminate the three crosswalks to the 05 Parking Lot.
 - i) Shane Scott responded the afternoon of 9/27/2017 to state that FMD completed a grant with the city and we will have flashing lights installed next spring.
- b) J. Hudson reminded the members of the upcoming dates for the First Aid/CPR and Fire Extinguisher trainings. Those wishing to attend should go the Central Learning Academy website to register.



- c) J. Hudson also mentioned to the members that acorns have been dropping about campus (namely between the SURC and Wilson Hall). There is usually a spike in ankle sprains and STF during this time of year (autumn).
- 4) M. Bliss moved to adjourn the meeting. J. Penick seconded the motion. Meeting adjourned 10:55 a.m.

Next H&S Council meeting scheduled for October 25th, 2017