

## H&S Council Minutes – September 27, 2021

Present: Jennifer Serne, Andreas Bohman, Mark Young, JoAnn Hundtoft, Vince Foley, Shane Scott, Katie Litzenberger, Dion Rivera, Cepeda Cepeda, Jerry Dougherty, Jason Berthon-Koch, Morgan Bliss, Jeff Penick,

10:01am called to order by Jenn

Approval of June meeting minutes tabled till October meeting

### Past Month Incident Review

- Katie: 15 incidents in from June to September, 3 recordables
  - Employee was pulling a rolling rack out of the walk-in and a new student moved the cart while they were was propping the door open so the door closed on the employee's arm bent back their thumb.
    - CA: Do not use carts to prop open doors.
  - Employee was filling the restroom mop bucket with Eco "E-23" Neutral Disinfectant and the hose slipped out of the bucket, splashing their shoe and pant cuff, seeping down to the sock layer.
    - CA: Affixing a clip or hook to the hose to allow for hands-off filling.
  - Employee tripped on the curbing and fell into the bushes and rocks when walking to car.
    - CA: Widen the parking spot. Remove the bushes and rocks and place grass instead
  - Employee had an allergic Reaction the cleaning product "simple green"
    - CA: Use alternate cleaning chemicals  
Jenn: Simple Green is a known sensitizer and is often not diluted correctly
  - While moving a piece of equipment, employee pinched/jammed fingers in the machine while working. Small cuts on 4 fingers.
    - CA: Use proper PPE (gloves) and use a mechanical means to move equipment
  - Employee tripped and fell in the front doorway and body twisted injuring back
    - CA: Training on slips, trips, and falls. Taking place 8-20-2021 @ 3:30pm

- Student employee was scraping burnt on food particles from the flat top with a metal spatula. Thumb touched flat top. Burnt thumb
  - CA: Retrain on proper cleaning techniques for cleaning flat top
- Employee fell off Hydro seeder.
  - CA: add anti-slip surface to deck of truck
- Student employee rolled ankle on puddle of standing water
  - CA: Clean spilled liquids and place signs to alert others. Watch where you are walking
- Left leg and left arm pain and soreness. Recordable injury
  - CA: Employee was unable to define when or where this injury occurred. Came on suddenly.
  - Vince: Could have been a stroke?
- Employee was cleaning the closet and turned head into a towel hanger.
  - CA: Look out for your surroundings. Don't be in a hurry.
- Back strain occurred at the end of moving a piece of equipment. Employee's back was sore from sleeping on it wrong and moving this equipment seemed to be the last straw.
  - CA: Utilize help when moving equipment
- Employee tripped on uneven concrete and fell on both knees and caught self with both hands/wrists... scraping up both knees and bruising
  - CA: Look out for your surroundings. Fix deteriorated concrete.
- Employee cleaned the stove with the scour chemical, chemical ran down between glove and hand, had an allergic reaction. Recordable injury.
  - CA: Use alternate cleaning chemicals
- After carrying 5-gallon paint bucket up a flight of stairs began painting, employee got on all fours with paint brush in my right hand twisted to the right to begin cutting in above cove base and felt something in my lower back. Recordable injury.
  - CA: Get help when carrying heavy objects, utilize elevators and carts.

#### COVID-19 Update

- New group formulated to address fall opening
- Syllabus language has been developed and published
- Includes multi layers of protection

- Jenn- Has masks including exhale valves been addressed? Guidance is to follow CDC guidance on types of face coverings.
- Everything up to date is on CWU Together (<https://www.cwu.edu/cwu-together/>) website
- Sharepoint: <https://cwuwildcat.sharepoint.com/sites/commons/cwutogether>

#### Policies & Procedures

- Chemical Inventory Management System Policy and Procedure are official, procedure has been approved by UPAC
- Jenn- we need to determine what other policies and procedures are coming up for the council to work on

#### Administrative Support for Council

- Andreas: Wendi's former position is actively being recruited for re-hiring
- Jenn: for now, I will publish meeting minutes as chair.

#### Annual Report

- Was completed and presented to UBC by Andreas

#### Goals for Committee

- Jenn-for now most important goal is to get full support by fulfilling membership requirements as per the charter with active members.
- Right now there are about 6 open positions
- Jerry- my support of the council is no longer being supported by my department, so I am asking for a replacement for my college/department
- Mark/Dion- now is the time to speak up about safety culture due to the current redrafting of the strategic plan via the president
- Currently there are discussion groups planned for academic staff and listening sessions with admin for strategic planning- these break out groups and discussions could be a good venue for us to advocate for health and safety
- Andreas- We should brainstorm what we want to see and update our own mission and vision statements and try to be included in this process
- The strategic task force is collecting input until October
- Jenn- We need our own safety mission to promote safety culture with guiding principals, we have a lot of room for growth
- Jenn- we should review the charter and bylaws to see what to add/strengthen

#### EHS Hiring Update

- Katie- top two candidates for safety position withdrew
- The IH position is not getting qualified candidates
- Jenn- maybe check to see where the position is posted- make sure to post on ASSP job boards

#### Future Meeting Modality/Dates/Times

- Consider in-person, hybrid, or remote meeting?
- Jenn-Poll will be sent out to group for finding best time and day of week for monthly meetings

#### Motion to adjourn:

- Jason- Moved
- Dion- Seconded
- Meeting ended at 11:01pm by Jenn