

UNIVERSITY HEALTH & SAFETY COUNCIL
May 20th, 2020 at 3:00 p.m. (Virtual)
Meeting Minutes

In Attendance: Jennifer Serne (Faculty Senate), Katie Litzenberger (EHS), Otto Bach (Classified Non-Rep), Ian Seiler (Classified PSE), Mark Young (College Safety), Jason Berthon-Koch (Emergency Management), Robert Cepeda (Emergency Management), Jerald Dougherty (College Safety), Andreas Bohman (Operations), Jeffrey Penick (Faculty Senate), Patrick Coffey (Exempt), Wendi Hembree (Operations), Kathy Johnson (HR)

Called to order at 3:00 p.m.

I. Action Items

- a. Approval of minutes from April 15th, 2020.

One minor change was made to the wording in one sentence. Motion made by Ian Seiler to approve the April 15th minutes with the change. Otto Bach seconded the motion, and none opposed. Motion approved.

- b. Review of Campus Incidents – Had a couple (knee injury and broken collar bone) OSHA reportable injuries. This time last year were 22 incidents compared to 10 today. The bike accident happened during an employee making a money deposit downtown (official university business) and hit a pothole, went over their handlebars and broke their collarbone. Will watch if bicycle accidents become a trend and this was an unfortunate situation. The man lift accident happened when the lift was all the way down and driving and did not have a spotter. Having a spotter is required per ANSI standards beginning June 1st. We'll communicate more training for passengers of lifts.

Action: Jennifer will send ANSI standards to Katie to post online.

II. Discussion/Presentation Items

- a. Annual Report – A draft has been started in Teams to compile an annual report for the July Board of Trustees meeting.

Action: Everyone review the draft and add qualitative narrative ([link here](#)).

- b. COVID-19 – Katie is doing a wonderful job handling all items due. We're working to identify future goals and how to improve our safety culture. What the new normal is has not yet been finalized and is in limbo. The advisory council is made up of cross-divisional CWU members, with the steering committee made up of cabinet members. The steering committee meets daily, is revising plans that are collected thru the Project Management Office (PMO) and passed thru the advisory council to ensure all areas are covered (public wellness, epidemiology, emergency, public safety, & Dr. Larson). The plans are kept broad to include several circumstances such as disability. After they are reviewed by the advisory council, then they go to the steering committee to be checked off and finalized. It's difficult to keep plans moving forward when information changes daily and conflicting recommendations from various trusted sources. The PMO will be reaching out to EHS and Emergency Management to rely heavily on their expertise. Some maintenance systems may develop problems when buildings are taken off-line for so long. The SURC, Mitchell and maybe some other buildings have air and water filtration issues during

this shut down.

Phase 1 – Governor’s recommendations for re-opening poses some liability concerns we have when people are going in and out of buildings. We’re working on how to implement physical distancing with people inside a building (safety training, face masks, distance measures). Some questions needing to be addressed are: Will we need floor wardens for each building? Who is doing intake for monitoring temps, tracking people inside building, (health symptoms, location) etc. Does this interfere with HIPAA?

Action: Andreas will take water and air recommendations to Facilities to consider how to keep water from laying stagnant in pipes (drinking) and air flow not growing mold.

- c. EHS hiring update – The council is concerned about the hiring freeze affecting the effectiveness of EHS now and in the future as campus reopens. The VP can petition the President for an exemption. EHS is looking to recruit an industrial hygienist during the period when furloughs and reductions are taking place, which is difficult optically. After we look at what fall looks like then we can begin making decisions.

III. Policies and Procedures

- a. Revisions – The council has one week for final review of the draft new procedures (listed below and saved to Teams site) and then proceed to the next steps, such as Provost Council review, then President review.
 - New – CWUR 7-20-30 Ergonomics
 - New – CWUR 7-20-10 General Safety Procedures
 - New – CWUR 7-20-20 Laboratory Safety Procedures
 - New – CWUR 7-20- 40 Hazardous Waste Procedures

IV. For the Good of the Order

- a. Contingency Plan – Council meetings will be maintained through summer with Jennifer as chair.
- b. L&I update – Last month, L&I moved the adoption date to June 1st for WAC 296-880 revisions, fall protection standards, to be implemented October 1st. ANSI finished reviewing for the June 1st deadline and published the new standards for elevated work platforms. The assumption is FMD has access and subscription to these updated standards. We’ll look at adopting a campus fall protection / elevated platform working policy.

Action – Start a draft CWU procedure for elevated platform standards to pass at UPAC.

Meeting adjourned at 3:57 p.m.

Next virtual meeting June 17th, 2020 at 3:00 p.m.