

UNIVERSITY HEALTH & SAFETY COUNCIL AGENDA
April 26, 2021 | 2:00 p.m. | Virtual Meeting

Attendance: Jennifer Serne (Faculty Senate), Katie Litzenberger (Environmental Health & Safety), Mark Young (College Safety), Otto Bach (Classified Non-Rep), Jerald Dougherty (College Safety), Wendi Hembree (Operations), JoAnn Hundtoft (Human Resources), Robert Cepeda (Emergency Management), Kara Gabriel (College Safety), Patrick Coffey (Exempt Rep), Vince Foley (Facilities Management) Andreas Bohman (VP Operations), Dion Rivera (Dept Chair Chemistry), and Michael Cox (Facilities Management)

Called to order at 2:02 PM.

I. Action Items

- a. *Approval of minutes* from March 29, 2021. Mark Young made the motion to approve the minutes. Vince Foley seconded the motion. Minutes approved.

b. *Review of Campus Incidents (Katie)*

An employee was cleaning the restroom and hit their head on restroom door. Their hands were full, and the door swung back and hit them. After-action is to keep one hand free to hold the door.

An employee bent down under a pipe, stood up and forgot the pipe was there and hit their head.

An employee was patrolling, rolled their ankle, fell and landed on their shoulder and hip. Trip and fall incident and we recommend to pay attention where stepping.

An employee was pumping pesticide with a backpack sprayer when the hose came loose and sprayed their back with the chemical. The employee had enough training to know to remove loose clothing and rinse off. Employee is working with their supervisor for remediation.

An employee was trying to scrape off baked on bread from a panini press and it cut under their fingernail. Recommendation to use tools for grill cleaning and not hands.

During backyard games and archery tag, a person had mild nose bleeding, pain, and bruising after being hit in the face with a foam arrow.

None of the above are recordable incidents.

c. *CWU Covid-19 Policies/Procedures*

The vaccine clinics will likely be suspended until students are back on campus. There is one more clinic tomorrow, on April 27th.

Fall 2020 plans are being used as a foundation to build 2021 plans. They are going through the process to update and eliminate guidelines. Existing plans don't address vaccination and these questions will be addressed as information is gathered and plans will remain fluid. Other concerns include air change rates in older buildings. The air change rate metrics will

be communicated. Facilities maintenance is working to monitor air circulation, especially where classes are scheduled.

II. Discussion/Presentation Items

a. *Tracking Safety Expenditures (Jerry)*

We reviewed a list of state account codes and found one for safety supplies. We are looking to have discussions to track safety supplies expenses to help the institution know what has been spent. This data can be used internally to manage a safety budget for departments and can be used to put in state requests for more funding to continue safety projects. Tracking expenditures can also show compliance efforts to supply PPE and other safety equipment. Jerry will engage with Accounting to see how to code purchases and Andreas will discuss with CFO Klucking to explore the topic.

b. *Safety Report 2017-2021*

The safety report 2021 shows some positive and negative comments. The data shows an upward trend in safety. The survey accounted for remote home worker responses.

Action: The council is to annually review and analyze the state safety report data, develop an action plan for noticeable or significant items, and make a recommendation of what the university can invest in to improve those items. Jennifer will begin the process to categorize the results and note trends.

c. *EHS Hiring*

The safety officer and industrial hygienist position made it in the top 10 priority recommendations during this year's budget allocation request summit. The recommendation will go to PBAC and then to the President for approval.

III. Council Representation

- a. There is still a need for a WFSE representative on the council. HR is continuing to work with the union to recruit one.
- b. Otto Bach is retiring at the end of May and this creates a vacancy for classified, non-represented, employee elected person.
- c. Dr. Dion Rivera is joining us from ADCO to fill college/dept/ADCO representation. We are working with the colleges to find representatives from CoB and Library.

IV. Policies and Procedures

- a. The Chemical Inventory Management Procedure is almost complete touring the councils and committees for approval. After the tour is finished, it will be submitted to the VP for review with the President.

Adjourned at 10:29 a.m.

Next Virtual Meeting is Monday May 24th, 2021 2:00 – 2:50 p.m.