

**UNIVERSITY HEALTH & SAFETY COUNCIL AGENDA**  
**May 24, 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), 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), Makenna Thuringer (Student Rep), Shane Scott (Facilities Management), and Jason Berthon-Koch (Emergency Management).

Called to order at 2:01 PM.

**I. Action Items**

- a. *Approval of minutes* from April 26, 2021. Otto Bach made the motion to approve the minutes. Vince Foley seconded the motion. Minutes approved.
- b. *Review of Campus Incidents (Katie)*

There is a trend in incident reports of those not paying attention to what is around them. None of the incidents are recordable.

- Employee shut the car door on their finger.
- Employee cleaning out fryer and used wand, thought it was secure, but the wand popped out and sprayed hot oil on their arm.
- Employee climbing ladder, was not looking up, and hit head on cooler pipe. They were wearing a baseball cap which limited their line of sight.
- Employee sitting on ground, scooting forward over a staple that jammed in their thigh. Employee went for care and got tetanus shot.
- Employee using Simple Green cleaner and the sprayer came off the bottle and cleaner splashed out into their eye.

We want to do a program, *Stop. Focus. Move.* to get more folks to stop and think about what the next step is in their process before doing things that could lead to incidents. The focus would be to focus and breathe, then continue completing their task. This would be putting a CWU branding spin on the *Take Five* training. There is much complacency that causes injury. We would look into incorporating this into the return to work fall plan. Katie will talk to James about adding it in the employee fall guide.

**ACTION** – Katie will bring a brief presentation of proposed training for the council to review and make recommendations on edits and implementation.

- c. *CWU Covid-19 Policies/Procedures*

There is a team being put together in regard to developing procedures for planning purposes to continue moving forward in future quarters. We are not sure about what many guidelines will look like and nothing is for certain. There is concern about mixed messaging among the university that poses a challenge, especially about face coverings with guests and theatre requests signage to return to campus entry ways to remind guests to mask up.



## II. Discussion/Presentation Items

### a. *Tracking Safety Expenditures (Jerry)*

Met with Stuart Thompson about tracking expenditures. He will reach out to Andreas.

### b. *Safety Report 2017-2021*

Jen did an analysis on the 5-year safety report data. There is a non-response bias because the report attracts people with concerns who complete the survey. There is no statistically significant data and historically there is a low response rate. There are common trends and indicators of our safety culture:

- Exposures to COVID; supervisors not supporting people working from home; students coming to campus.
- Slips, trips, falls that went down in 2020 because of less people on campus.
- Sedentary work; ergonomics
- Indoor air quality; mold.

Less response for other common indicators:

- Chemicals, ladder use, and other equipment
- People don't feel safety inspections are being performed in their area.
- People do feel encouraged to report safety issues and only a small minority don't feel comfortable reporting.
- About 30% feel nothing happens, there's no investigation, or no appropriate action or corrected action is taken when incidents are reported.

Quantitative data trends:

- Lack of funding and support in the safety office
- CPR/First Aid classes are not standard training
- The negative optics in a potential punitive culture of EHS reporting to the University Police and Public Safety.
- Parking lot safety in winter when there is ice and snow.

**ACTION:** The council will work to create a plan to encourage a reporting culture such as when lights are out, pathways are icy, and other things are broken/not working properly so that these items can be addressed and corrected quickly by maintenance teams.

**ACTION:** Recommend a fall/winter plan to promote proper footwear and clothing that is appropriate to winter weather and conducive to preventing slips/trips/falls.

**ACTION:** Jen will continue working with Katie to develop action items in response to the safety survey results and present them at the next council meeting.

### c. *EHS Hiring*

We are waiting for a final response from the new President on whether he approves the hiring of two EHS positions. The budget request to fund these scored high in the process and when they are given final approval by PBAC, then hiring can begin. These positions will move toward implementing a proactive training program of preventative safety measures and inspections to reduce and investigate incidents.

**III. Policies and Procedures**

- a. The Chemical Inventory Management Procedure is ready to move forward to the President's Cabinet prior to the June UPAC meeting. It has not been to Faculty Senate but did go through other governance teams.

Adjourned at 2:59 p.m.

Next Virtual Meeting is Monday June 28<sup>th</sup>, 2021 2:00 – 2:50 p.m.