

UW Bothell
Health and Safety Committee
Meeting Minutes
December 5, 2006

Attending:

John Miller, Faith Castillo, Pam DePriest, Clay Horton, Kai Martin, Amy Van Dyke

Absent:

Deborah Conley-Staerk, Armin Liedtke, Dave Leonard

Agenda:

Call to Order

The meeting was called to order by John; there was no agenda. The November minutes were distributed.

Minutes

The minutes were reviewed by all; John noted a concern with the minutes in general and distributed the Administrative Policy Statements. A motion was made to approve the minutes – seconded.

There were revisions to the September minutes; moved to approve revised minutes – seconded.

Tasks

Reports

John did a “year-to-date” report. Requested committee members to email additions.

Old Business

Pam distributed the draft memo; discussion. Clay suggested using the memo and also filling out an Accident/Incident Report.

The slip issue was revisited with continuing and new discussion – L&I inspection.

The alarm audibility in the Chancellor’s conference room was referred to and noted as still in discussion/process.

Faith noted that Deborah had previously brought up building address signage issues – in process.

Amy noted that Computing & Communications will be sending new emergency phone number stickers.

New Business

John distributed the Administrative Policy Statements; discussion about section 4. “Health and Safety Committees”. Discussion of role of committees – noted as watchdog.

John noted the crosswalk stop signs could be enhanced/improved for \$200. Question if that is per stop sign (four signs)? It was suggested to get the cost in writing before acting on enhancement/improvement. Clay suggested splitting the cost with Cascadia.

Amy recommended a year-end letter, making recommendations and offering X-amount of dollars for corrections; discussion about use of funds/purpose. Continued discussion.

John noted a North Parking Garage crosswalk lighting issue and that Cascadia has funded improvements for that.

Action Items

John to get documentation on stop signs enhancement/improvement costs.

Pam will re-do the letter and email to committee members for input before finalizing.

The meeting was adjourned at 3:15 p.m.