Attending/Excused: Sign-in sheet on file with Safety Coordinator.

Call to Order: Nicole Sanderson called the meeting to order at 10:00am.

Approval of Minutes: The May meeting minutes were approved as written.

Area Reports

University Wide Health & Safety Committee Meeting – Nicole Sanderson
- Met last month at arboretum
- Provided a tour followed by short meeting
  - Presentation by Peter Lang (respiratory program) on personal protection equipment

Administration – Elisabeth Goldstein
- Elisabeth no longer works at UW Bothell; new appointment in progress

Security & Campus Safety – Cham Kao (substitute for Rich Lewis)
- Not present.

Facilities – Barney Harvey
- No reports.

Environmental Health & Safety – Gary Bangs
- New safety officer, Barb Brown. Experienced in construction field work and safety.
- Problems are being reviewed proactively
- Safety & Health Team Meeting with Seattle Facilities
  - A company, Malorie, came in to present on fall protection laws (6 feet now 15 feet required for safety line)
  - Updates on certification stamps

Incident/Accident Reports

The committee reviewed two reports from May, both of which detailed an incident at the Eastside Leadership Center (ELC) in which an employee purchased cleaning supplies for cleaning the building for an event, causing employees to feel ill.
Members of the committee discussed the follow-up that occurred and expressed concern that the staff member forged ahead despite instructions to vacate the space. Additionally, there was concern that the staff member may not have felt they could leave without ramifications. Gary Bangs advised that the OARS reports are available and that the role of the Safety Committee is to review that reports were completed appropriately; it is not the Safety Committee’s role to take on additional responsibility. Gary pointed out that the supervisor’s notes may not be sufficient since the root cause is not addressed. Any concerns should and can always be forwarded to Human Resources as an “FYI” or for review. Barney Harvey expressed concerns on a safety-front with regard to untrained employees acting in a purchasing and custodial capacity; and the supervisor of that space is responsible. Gary Bangs was involved in several emails related to this incident and it is on the radar of several parties (Mark McCarty, supervisor and manager as well as Susan Smith and Amy Van Dyke). Barney recommended to Gary that EH&S make a site-visit if one has not yet been completed to survey the incident.

Nicole will send Gary a list of questions and concerns for follow up including whether or not the building is clean and safe. Nicole will forward these incidents to Human Resources on behalf of the committee as an FYI regarding the dissonance between the staff member and their supervisor.

This will be revisited as Old Business in July 2014.

New Business
- How would a school shooting be handled at UW Bothell? Should there be training?
  - The UWPD Active Shooter Campus Emergency Procedures are available at http://police.uw.edu/aboutus/divisions/opst/crimeprevention/activeshooter/.
  - Nicole will email Rich Lewis requesting more information for July’s meeting

Old Business
- AED units – possible recommendation for purchase of additional units
  - Nicole will determine who is responsible (formerly Marilynn)
  - Nicole will check on pricing with Rich, and with Tyson Monsaas on mounting kits
  - Jim Pilon expressed interest in additional first aid classes
    - Historically these have been arranged by Nicole, and paid for by departmental budgets.
**Adjournment**

Since there was no further business from the committee, the meeting was adjourned at 10:52am.