FS Safety Team meeting

January 19th, 2016

FS Training Center: 10:15a.m. to 11:30a.m.

Minutes: Barbara Brown

Attendance
Present: Ming Jue, Neil McLeod, Elsa Araya, Barb Brown, Chris Pennington, Mark Miller, Tom Pittsford, Daniel Jung, Stacie Smith, John Salvesen, Joles Tahara, Gary Bangs (EH&S rep)


Review of December Minutes
Approved without changes

Jay Sedivy presented Vehicle Accident Reporting:

Fleet Safety Accident reporting procedures

Main points: Call 911 after all incidents. It is not necessary to submit the CEI accident report form. The forms have been left in the vehicles to be used for collecting data after the accident, if needed.

February Monthly Meeting Topic information for Vehicle Accident Reporting for Fleet Services is incorrect and will be updated after this meeting. The update is from this statement ‘Any collision involving a University vehicle must be reported to the University Police within 24 hours. If an injury or possible injury is involved call University Police immediately’ to ‘Any collision involving injury or damage must be reported to the local police (911) immediately.’ – per Jay Sedivy.

Discussion of CEI as the third party state-contracted provider of vehicle accident claims processing services for UW. The Fleet Safety office is the go-between for UW Risk Services and CEI where their paths intermingle or rely on each other. Risk Services specifically doesn’t handle vehicle claims unless it involves bodily injury or personal property damage. CEI provides services when Fleet services are not available and is required by the State.

For all accidents with injuries (employee, student, faculty or outside person) they need to be reported to EH&S and an OARS report filled out.
Specified driver program required if an employee has 2 at fault accidents within 24 months, driving privileges are suspended temporarily until the driving program is taken and a driving evaluation is passed.

Approximately 60% of all vehicle incidents are backing up. Question was asked as to why no cameras? The answer is that as backup cameras and warning devices become standardized on passenger vehicles, we will be buying those vehicles and replacing existing vehicles without those features through attrition.

Jay Sedivy is available to come to groups to discuss vehicle safety. Call him at: (206) 221-6838

**F2 report from Chris Pennington**

The committee elected new chairperson Chad Clark, Tracey Mosier new secretary, accident reports reviewed. U-wide very short meeting, no notes.

**EHS report:** Gary Bangs reported that EH&S website has training information online available for FS employees going into labs. Check it out here: http://www.ehs.washington.edu/fsohazmat/lab sign.shtm

Projects: EH&S is doing shop safety survey follow-up from surveys performed in 2015. In 2016 larger hazards will be addressed, like machine guarding and LOTO. EH&S indicated desire to work with FS Safety on these survey results. Reviewing input from last surveys first. There will be a UW Safety, Sustainability, and Preparedness Expo on Wednesday, February 10th, 2016 from 10 am to 2 pm at the HUB. Info here: https://www.ehs.washington.edu/pso/expo2015.shtm

**Monthly meeting topics**

Safety hazard review and checklist, used for new projects and tasks performed in different places. Helps to plan the job to be performed safely. EH&S always available for assistance for job evaluation. (As is FS Safety).

Reporting safety hazards: The FS Stop Work card (yellow card) can be used, also report hazards to your supervisor, especially unsafe work practices. It’s a way to look out for each other. Work it out locally then contact your supervisor and if necessary, call FS Safety members Barb Brown, Tracey Mosier or Chris Pennington.

**Accidents report comments:**

072 - Gardeners and back pack blowers. Any research being done on these?

56 – gloves used? Cut resistant gloves may be available for this task.

092 – what door does this incident refer to? Parking structure or personnel door? It’s either a parking garage door or a building envelope issue.
New Business

A question came up from the window washers (WW) in Health Sciences Building J-wing. These windows are being cleaned from the inside. Some labs have biosafety Level (BSL) 1 signs on the doors. BSL1 means there is a live biosafety hazard. WW should contact the Principle Investigator (PI) or other contacts to see if it is safe to enter. In big disasters, ignore the information on the doors..... do not enter, there are other people that will conduct assessments after disasters. Again training materials are available here: https://www.washington.edu/facilities/orgrel/files/documents/safety/resources/lab_entry_sign.pdf

Question was asked regarding process on chemical spills. JLG lift hydraulic hose sprung a leak, what’s the protocol? Ken Rogers and EH&S called. Call Environmental Programs Office (EPO). Individual clean up kit? Need to know where to get spill materials for vehicles.

Loading docks at Health Sciences building are going to be under construction soon and we need to take precautions backing in this area using wooden bridges.

April 20th is a PPE Safety fair at the TC this year. 9 am to 4 pm