

The Evergreen State College
Health & Safety Committee Minutes –Mar 4, 2020

[LAB1, RM 2007, 3:00PM]

Peter Robinson [Chairperson]

- 1) Welcome to Visitors
 - a. Michelle Pope introduced as a new member. Peter will provide Michelle orientation off line of meeting.
- 2) Approval of Minutes
 - Minutes from Feb Meeting not ready. Voted and approved to review Feb Meeting next month
- 3) Accident investigation reports:
 - a. Library 1st floor police services personnel fell 3/4/2020
- 4) Subcommittee progress reviews
 - 301 Report Tracking
 - o Nothing -Peter
 - Moving EHS Operations Reporting Line, Feasibility Study
 - o Nothing to report –Shon (not present)
 - o Sub Comm members Shon, Sina, Jacob, Ricky Lee
 - Which WISHA statutes apply to each workgroup
 - o
 - Test Process Monitoring (How we monitor air quality, etc.)
 - o 1/17/20 HCC Mech room 2 samples, 1st sample no asbestos, 2nd sample tested 40% Chrysotile (Asbestos) steam gasket, still present, room off limits
 - o 2/21/20 Lab 2 room 1245 (Janitor closet) 1st test flooring mastic 3% Chrysotile (Asbestos) 2nd sample 4% Chrysotile (Asbestos).
 - o 2/20/20 Library, 12 samples all clean from remodel
 - o Comm is finding a place to store these reports.
 - Representing HSC/Union/Campus at meetings with L&I, DOSH, Etc.
 - o Peter asking if anyone could speak to this; Ricky Lee said Chief Shop Steward, Michelle Andis was in another meeting today but plans to attend future meetings. Would like to add her to the DL.
 - Campus Smoking Policy
 - o Paul provided update. See minutes attached at end of this document.
 - o Could also add Farm as a shelter site.
 - o Michelle offered that there may be some excess material purchased for a Tea House that was not built.

Working Agenda Items

- 5) COVID-19 Discussion

Michelle shared: At 11:00 AM report 3/4/2020; A student reported to a faculty member that their partner has COVID -19, this information was forwarded to the Deans' office. We don't know degree of confirmation of the illness in the partner.

A leadership report/communication is eminent.

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- a. Campus closure,
 - i. Has anyone heard anything about this?
 - ii. Michelle: were expecting 50 middle school students visiting campus and they cancelled their visit due to COVID-19 concerns.
 - iii. Shon suggested we plan out what this would look like. His group (Facilities) are essential personnel and would likely be called in to support campus operations. Housing cannot close, food service has to continue. Sina asked if everyone was essential. Teresa said her group is not essential which does not make sense since they are the ones cleaning surfaces.
 - iv. Peter has discussed with his group how they may deal with the need to take time off for COVID-19 related issues.

- b. Disinfection of spaces,
 - i. Custodial staff are the campus disinfectors, they were told to prioritize wipe down of surfaces. Every classroom gets cleaned in the mornings. The lab spaces may not be getting this treatment. We can talk to Tammy for questions and requests.
 - ii. We use a highly rated Clorox product which is peroxide based (non-bleach based) disinfectant.

- c. staff working remotely/staff sick leave
 - i. Facilities, Ricky Lee shared that one household houses both folks who know how to operate the Boiler. We have no backup.
 - ii. We may not have proper breathing masks and filters to block viruses.
 - iii. The high demand on masks may interfere with the ability to buy dust masks for Arts studios and shops for normal operating procedures in a dust environment.
 - iv. We don't know the culpability of management allowing workers to come in voluntarily to work during a closure
 - v. Proper glove use: are people trained on proper use?

- d. Student Aides
 - i. Science is trying to figure out what we can do to support their situation. They may be able to work on some tasks remotely.
 - ii. We are encouraging hand washing.
 - iii. The situation in the shops is that hundreds of hands touch hundreds of tool each day.

- e. Whom to contact for information
 - i. Wendy Endress is the central contact point for any COVID 19 issues, there is a central web page for information. Encouraging sign up to Omni Alert system

- f. Other?
 - i. Shon asked that we ask Wendy Endress to order protective equipment to deal with the situation.

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- ii. Science Support is being asked for chemicals to clean surfaces but are not equipped to supply such items
 - iii. Campus is providing hand sanitizers and wipes through custodial services.
 - iv. Studios, shops, and labs don't get the same disinfection treatment as classrooms.
 - v. Should we ask for supplies that would allow our students to clean spaces they use?
 - vi. It would be helpful for everyone to have information on how TESC cleans and sanitizes spaces to answer the questions we are hearing from folks.
 - vii. Perhaps Tammy in Facilities could share sanitizing resources.
 - viii. What might suspended operations look like?
 - ix. Peter will write a comprehensive message to Wendy asking to address these questions.
- 6) Departure of Matt Lebens
- a. March 12th for 6 weeks, leave of absence.
 - b. Who will act in this role in his absence?
 - c. Who will handle chemical waste? Someone has to sign the paperwork.
 - d. Matt is working now to put systems in place to cover
 - e.
- 7) Recommendation for members from unrepresented work areas (check in on topic)
- a. Ricky Lee: Officer Dawn is working on getting representation from their group on this committee
 - b. Ray from CRC is interested in membership. They have been asked to email Peter
 - c. Kyle Flynn is looking for someone to represent RAD on this committee
 - d. Wes Wonder is working on sub committees and may be interested in becoming a regular member (or could remain a subcommittee member)
- 8) New Business
- a. Eric, Shon and Ricky Lee are working on compiling a training matrix to show what trainings have been delivered and which need annual or regular renewal, which need exams and who has passed.
 - b. Revisit covering of Matt's areas
 - c. Update on smoking structures next meeting
 - d. EHS update, need to establish a budget for the next biennium for this supporting this committee's goals. Initial budget due end of February. Peter asks: Could committee write up a proposal for next meeting? Could we ask William Ward about EHS plans to avoid redundancy of efforts? Could we invite him to our next meeting?
 - e. Review of Asbestos program:

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In attendance: (Needs to be edited based on Attendance sheet)

Peter Robinson

Em Jones,

Sina Hill

Eric Lakewold

Teresa Bravenec

Michelle Pope

Paul Paroff (Notes)

Ricky Lee Haney (EHS-Support)

Matt Lebens (EHS-Support)

Shon Forsyth

Wes Wonder (Guest)

Smoking Shelter Subcommittee report:

- Teresa, Eric, and Paul met today (2/27/2020) (Em was responding to an emergency).
- Most WA State Colleges designate smoking areas on campus while keeping with the WA Admin Codes of no smoking in buildings or by entrances or air intakes. The exception is WSU which has banned all tobacco use on its campuses.
- Those who met agreed that we would propose to increase the number of smoking shelters to accommodate the demand and to locate these structures near where the smokers seem to congregate (as evidenced by collections of cigarette butts on the ground). These areas would include: Lab 1&2, SEM 2, Parking areas (B, C, F, and Fireweed lots), and the back of the CAB by the loading docks.
- These new areas would have to conform to the WAC smoking policy
- We started to sketch out locations of these proposed shelters but needed a larger map of campus which Teresa offered to find or make.
- We need to research the building codes that cover these sorts of structures.
- We need to figure out what if any budget might be available
- For materials Eric suggested we might source reclaimed materials available on campus from other projects and reuse, recycle and repurpose these materials.
- RAD and/or our Arts Wood and Metal Shops might provide labor and design support on the new structures.
- Paul suggested we embrace the smoking culture here at TESC and actively market it as a way to attract new students with the slogan: "Smoke your way to a BA".
- Next steps are to study existing structures on campus, research design requirements and potential budget resources.