

The Evergreen State College

Health and Safety Committee: Meeting Minutes 6/3/2020

Requisite Agenda Items:

1. Welcome to visitors—Peter
 - a. No visitors
2. Approval of April's and May's meeting minutes—Peter
 - a. Approved.
3. Accident investigation reports: Review 301 Reports—Ricky Lee
 - a. No new injuries
4. Sub-committee progress reviews, if any
 - a. 301 Report tracking database/app Sub-comm—Peter
 - i. No update
 - b. Sub-comm re Moving EHS Operations Reporting Line, Feasibility Study—Shon
 - i. No update
 - c. Sub-comm re which WISHA statutes apply to each workgroup—Eric (on hold)
 - i. No update
 - d. Test Process Monitoring Sub-comm (asbestos/air quality/water quality/etc)—Ricky Lee
 - i. No air quality issues found
 - e. Sub-comm re Campus Smoking Policy—Em
 - i. No update

Working Agenda Items

5. **Report from Peter on his meeting with John Carmichael**
 - a. He appreciates our tackling common concerns, and low-hanging fruit (i.e. easier to tackle)
 - b. Appreciates our identifying areas of training and certifications needed
6. **COVID-19 Discussion**
 - a. Area reports on
 - i. What current “rules” are for working on campus
 1. On campus web site
 - ii. Are Staff and Visitors following mandate to wear masks, report presence?
 1. Folks are being informed if not wearing masks as required.
 - iii. What your area is doing to prepare for Phase 2
 1. Different areas are writing their own procedures. Scott Morgan shared a template with Peter. Peter asked if we could share each other's procedures.

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- b. Any COVID related issues needing H&SC attention?
 - i. Michelle asks: Supplies: consistent messaging about PPE supplied by TESC or self-supplied, also sanitizers and wipes. Virox spray rusts metals so Shops using alcohol. Jacob shared a link to CDC approved cleaning agents.
 - ii. Not clear where to get supplies of masks and cleaners for staff.
 - iii. Different areas are requiring different COVID operating guidelines tailored to their business flows. Ideally Health and Safety Dept. would provide an outline which would be customized for each operating area and then approve each plan.
- 7. Current EH&S Leadership?**—Update on hiring, and assignments, within EH&S—Ricky Lee, Peter
 - a. Scott Morgan is acting manager, June 18th is the closing date for the manager opening
- 8. Program Updates—Ricky Lee (15 min)**
 - a. Forklift Training – no one currently certified on campus
 - b. Ladder Inspections – started last year May to July. Need to refresh, emailed Sina and Peter requirements, good baseline of a training program in place. We are currently out of compliance in training updates. Peter will meet w/Rickey Lee to put together a training strategy
 - c. Other – PPE, purchased 42 half mask respirators will work on prioritizing who gets them and plan to do training 6/16/2020
- 9. Confirm list of all members currently on EH&S, voting and non-voting (n/v), and applicants to join**
 - a. Current List includes: Em, Eric, Teresa, Peter, Jacob (n/v), Shon, Paul, Sina, Michelle, Matt (n/v), Ricky Lee (n/v), Dawn, Jason
 - i. Paul will reach out to Teresa and Eric to facilitate access to the Zoom sessions
 - b. (In Closed Session): Discuss applicants, members of interest, student member
 - c. Voted to offer Kyle Flynn a voting position on the committee
- 10. New Business**
 - a. Call for Agenda Items for next meeting?
 - i. Send suggestions to Peter
 - b. Visitor agenda items
 - i. None
 - c. Nascent (unplanned) agenda items (time permitting)

In attendance via Zoom:

Peter Robinson (Chair), Sina Hill (Co-Chair), Paul Paroff (notes), Em Jones, Michelle Pope, Jacob Usher, Ricky Lee Haney, Officer Dawn Gedenberg, Jason Mock, Shon Forsythe