

# The Evergreen State College

## Health and Safety Committee: Minutes, December 2, 2020

### OPEN SESSION:

1. Welcome to visitors—Peter
  - a. Erin Brewster, Taylor Slaughter
2. Approval of November's meeting minutes—Peter
  - a. Jason moves to approve, Michelle, seconds motion. All approve, none disapprove.
3. Accident investigation reports: Review 301 Reports—Taylor
  - a. No accidents to report on.
4. Sub-committee progress reviews, if any
  - a. 301 Report tracking database/app Sub-comm: **On Hold**—Peter
    - i. On hold
  - b. Sub-comm re Moving EHS Operations Reporting Line, Feasibility Study: **On Hold**—Shon, Kyle
    - i. Kyle said they are meeting and to look for an update next month.
  - c. Sub-comm re which WISHA statutes apply to each workgroup: **On Hold**—Eric
    - i. Eric not available to report.
  - d. Test Process Monitoring Sub-comm (asbestos/air quality/water quality/etc.)—Taylor
    - i. Nothing to report
  - e. Sub-comm re Campus Smoking Policy: **On Hold**—Em, Paul
    - i. Nothing to report
5. **COVID-19 Reports by Area—**
  - a. Updates from Members on current practices, news, issues

Scott: TESC will host a Thurston Co. health dept. COVID drive through and walk up test site on Fridays from 10:00 to 2:00 in C lot. This is service will be for the public, for persons who are symptomatic or have been exposed. The Lacey site is getting overwhelmed by capacity. Scott will provide information to the campus as it develops.

Kyle ask if Scott or others in authority could please wear their masks. He sees folks that are not wearing their masks on campus.

Sina asks Scott if there is a way to report folks who do not wear masks. Scott responded that they have bene discussion this and the best thing is to ask them to wear a mask and walks away from them and report it to their supervisor. We are only reporting incidents to police when their behavior is disruptive. We do not have clear guidance for students to report issues to.

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Scott shared that the CDC shared an infographic that one state who made mask wearing optional county by county, where masks were not required the incidence of COVID doubled and in counties where masks were required they saw a decrease in cases.

### **6. Program Updates—Taylor**

- a. Blood borne pathogens
- b. Lift program
- c. Fall protection
- d. Re: walkthrough, Eye wash testing in Sciences. Sina will provide updated location list. Kyle has an eyewash station and wash station. Taylor says to try them once a week. Peter pointed out we test for water temperature testing as well.
- e. Chainsaw training; the state provides it for free and the Organic Farm employees can sign up.
- f. First aid need to update materials in the first aid kits on campus. Science stocks their own in every room. It would be nice to have a central campus store of first aid materials to keep kits stocked.

### **7. Report on Update of HSC Documents— Sina**

- a. Working on updating web site and is working on recovering documents stranded on the old web site. Working with Paul and Kyle on this.

### **8. Visitor agenda items—**

- a. No visitor agenda.

### **CLOSED SESSION:**

### **9. Discussion of proposed modifications to By-Laws— Peter, Sina**

- a. Goal is to have room on the committee to allow for representation from more areas of campus where safety issues may exist. We want to allow members time to consider any suggested bylaw changes over more than one meeting so as not to rush the process.
- b. If we include the people we had discussed wanting to have space for we would be at about 16 members so the bylaws would need to be updated to include about that many members with some flexibility.
- c. Article one changes the membership to no fewer than 10 and no more than 20 members. Wording has been proposed to change the numbers of members away from specifying whole numbers and moves toward using percentages for greater flexibility while still retaining the intent of keeping the employee elected membership in the majority. The percentages represent minima and would need to be rounded up to whole numbers for a member head count.
- d. Kyle made the point that certain members of the committee were designated to be non-voting members that contribute their expertise and opinion but are not there to direct the committee's actions or activities. They serve in an advisory capacity. This structure was based on other safety committees that the original group modeled our bylaws upon. Peter's view on this is that he personally felt more a member of a committee when he was allowed to vote on decisions rather than be an active but less than equal member without voting rights. Additionally the vote will be controlled by the majority which is comprised of employee representatives so employer votes cannot overwhelm employee votes.
- e. Sina echoed Kyle's point that it would be good to understand what the standard practice is in these cases, rather than adopt what we are proposing based on the popularity of the proposal.

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- f. Seeking to clarify how an employee selected member gets onto the committee. Kyle shared that the intent of the bylaws wording was that to fill the committee members may be either nominated and elected by committee members or selected and/or appointed by the union leadership. Peter wanted to emphasize that members be elected rather than selected to make it a more democratic process. Kyle said they were trying to avoid requiring a union vote to populate the committee as that could be more work than desired and still allow the union leadership to help build the committee.
- g. Peter want the bylaws to be clear that employee members are elected and that employer designated members are selected.
- h. The goal is to have a broad representation of people across the campus safety concerning areas. Some work required to define areas to be represented. Peter and Sina will work on this.
- i. Also adjusting the definition of a quorum to a percentage of the voting members instead of a fixed number to allow for growth in membership of the committee.
- j. Trying to strengthen wording describing attendance and participation requirements to allow for the replacement of an inactive committee member to keep goals of the committee moving forward. Existing wording is weak on consequences of non-participation.
- k. Meeting duration was extended to 90 minutes maximum (from the existing 60 minutes in the bylaws) by a committee vote as noted in the minutes last year. This should be reflected in the bylaws.
- l. Action items will be brought up twice to allow members ample time to consider an issue before voting on it.
- m. A minimum of a quorum must be present to vote on an issue and then a majority of those present can pass an issue. A quorum is 60% of the membership at the time of the vote. Discussing what number a quorum should be. Please consider what you think about this issue for next meeting. Any issue may be discussed without a quorum.
- n. We can vote and adopt some of these changes. We don't have to adopt everything in one vote or session.
- o. Wording is unclear about how many members need to vote to pass amendments to the bylaws. Article 4 says 60% are required to change bylaws, but not sure of 60% of what.

### **10. Discussion of adding HSC Members—Peter**

- a. Taylor Slaughter - Invite to join as a voting or non-voting member?
- b. Erin Brewster would be a voting member as a replacement for Bill Mikesell. Need to decide if they were an employee or employer. If employer we would go to John Carmichael and suggest they are appointed. There were no objections to adding Erin as a member. Peter will take care of this.
- c. Michelle asking for more clarity about which members are employee voted and employer selected.

### **11. New Business**

- a. Call for Agenda Items for next meeting?
  - i. Continued consideration and discussion of bylaw amendments.

In attendance: Peter Robinson (chair), Sina Hill (co-chair), Paul Paroff (notes), Kyle Flynn, Michelle Pope, Dawn Leopardo, Scott Morgan, Teresa Bravenec, Taylor Slaughter (guest), Erin Brewster (guest), Jason Mock.