

# The Evergreen State College

## Health and Safety Committee: Minutes, December 1<sup>st</sup>, 2021

1. **Welcome to visitors**—Shon
  - a. No Visitors
2. **Welcome to new members** – (no new members)
3. **Motion to approve November’s meeting minutes**—Shon
  - a. We did not have a quorum so the motion was postponed
4. **Accident investigation reports: Review 301 Reports**—Taylor
  - a. Follow-up on reports from last month
    - i. None
  - b. New reports
    - i. No new reports.
5. **Test Process Monitoring (asbestos/air quality/water quality/etc.)**—Taylor
  - a. Not covered
6. **Sub-committee progress reviews, if any**
  - a. **On Hold:** Sub-comm re 301 Report tracking database/app – Taylor
  - b. Sub-comm re Moving EHS Operations Reporting Line, Feasibility Study - Shon, Kyle, Sina
    - i. Voting to move this forward
      1. Shon would like feedback on the draft that was shared. Erin added a section that covers her area (Office of Emergency Management). Dawn asked for more time to get the part of the draft that she contributed approved by her Chief. Dawn will do that next week.
  - c. **On Hold:** Sub-comm re which WISHA statutes apply to each workgroup - Eric
    - i. Shops/Motor Pool/Grounds – PPE/Dress code update
    - ii. Other areas?
  - d. Sub-comm re Campus Smoking Policy: Smoking Shelter by Shops? - Paul, Eric, Teresa
    - i. Dawn and Paul discussed moving the smoking shelter by the HCC. Dawn dug deeper and found it was built far enough away from the HCC to make it a legal structure but still a safety concern because of visibility and accessibility to monitor for illicit activities.
    - ii. Eric mentioned that the smoking shelter by the library loading dock had its bench removed because of a structural issue and was hoping there could be a replacement bench. Paul pointed out that there is not adequate lighting at that shelter as well. Eric suggested we put in a work order for this.

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- e. Sub-comm re Clean Woods – Eric, Dawn
  - i. Dawn and Eric presented a PowerPoint on the safety hazards and trash throughout the campus property including abandoned camp sites, campfires, drug equipment, illegal garbage dumps (including bio hazards and environmental hazards), party spots, damage to trees, rope swings, ladder rungs nailed to a tree, and graffiti. Dawn is using the “what3words” app to locate sites. Dawn and Eric plan to bring this to the SLUG committee at their next meeting. Eric shared that we used to have a volunteer trail maintenance group that kept the trails maintained and cleared out some of this sort of debris. They would welcome any feedback. Shon offered that Facilities could deal with the graffiti. Eric would like to develop a protocol to deal with such issues in our woods. Taylor has a protocol for campsites and will share that. These sorts of cleanups use up a lot of resources and are potentially dangerous. Dawn said that clearing out campsites requires official notification to the occupant(s) and that is not an easy process.

### **7. COVID-19 Updates and Reports by Area –**

- a. Updates from members on current practices, news, issues
  - i. Taylor shared that with cold and flu season approaching that everyone needs to take care of themselves and if they are not feeling well to reach out to the COVID team for advice.
  - ii. Teresa asked that we remind folks to wear their masks. Masks should be worn any time you are indoors except when in your own office with the door closed. Masks are not required when outdoors except when working in close proximity to others.
  - iii. Shon mentioned that we can remind people to comply with these rules or ask their supervisor to handle that sort of thing if they are not comfortable.
  - iv. Paul shared that he is seeing pretty good compliance to mask wearing indoors with the exception of contractors like the elevator service folks who seem to be lax about wearing a mask unless reminded.
- b. Updates from Erin/Scott on new campus protocols or announcements
  - i. No information on this.

### **8. Program Updates – Taylor**

- a. Working on policies and processes for Asbestos, Lead, Chemical Inventory. These would be reviewed by William Ward before implementing. Shon ask Taylor to share these with the committee when available. These documents tend to be for Facilities internal use as opposed to campus wide.

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### 9. Safety Concerns by Area and Training Needs – Shon

- a. Paul mentioned the catalytic converter thefts in the parking lots
- b. Dawn added that we leave buildings unlocked during holidays which makes for opportunities for bad things to happen when staff aren't on campus. There was a burglary this past holiday as a result of this. Dawn mentioned that there are no security cameras to monitor the lots. Shon offered to put in a work order to address the locking of doors and the gate at the facilities lot on holidays. It would be desirable to have these holidays programmed.
- c. Eric mentioned an increase in vehicle traffic on walking paths. Delivery drives use the paths and then other follow suit and drive on the paths. These vehicles are blocking fire lanes.

### 10. Visitor agenda items

- a. No visitors

### 11. New Business

- a. None

### 12. Call for Agenda Items for next meeting –

- a. Eric expressed concern about the number of members who seem to have stopped attending meetings. Shon will add it to discuss at our next meeting.

**In Attendance:** Shon Forsyth (Co- Chair), Paul Paroff (notes), Officer Dawn Leopardo, Eric Lakewold, Teresa Bravenec, Taylor Slaughter.