

**Health and Safety Committee 10 Meeting Minutes**

March 20, 2023 1:00 pm – 2:00 pm

Zoom

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| **Dept/School** | **Member** |  | **Type** | **Box** | **Email** | **\*** |
| SAFS | Jon Wittouck | JW | Elected | 355020 | wittouck | X |
| SAFS | Carita Pascal | CP | Alternate | 355020 | cpascal |  |
| ATMS | David Warren | DW | Elected | 351640 | dwarren | X |
| ATMS | Dennis Canuelle | DC | Elected | 351640 | canuelle | X |
| CICOES | Burlyn Birkemeier | BB | Elected | 354925 | bbirkeme | X |
| CICOES | Denise Kester | DK | Alternate | 354925 | dkester | X |
| CICOES | Collen Marquist | CM | Appointed | 354925 | marquist | X |
| Earthlab | Jessica Nagtalon | JN | Elected | 355355 | nagtalon | X |
| ESS | Andy Schauer | AS | Elected | 351310 | aschauer | X |
| ESS | Michael Harrell | MH | Elected  | 351310 | mdh666 | X |
| SEFS | Jack Lockhart | JL | Elected | 352100 | jlock | X |
| SEFS | David Zuckerman | DZ | Appointed | 358010 | dzman | X |
| FHL | Peggy Combs | PC | Elected |  | fhlstock | X |
| SMEA | Michaela Miller | MM | Appointed | 355685 | mcski |  |
| OCEAN | Kathy Newell | KN | Elected | 357940 | kknewell |  |
| OCEAN | Robert Kamphaus | RK | Appointed | 357940 | Kamphaus | X |
| OCEAN | Kirk O’Donnell | KO | Alternate | 355351 | kirkod | X |
| PoE | Courtney Peetz | CP | Elected | 355679 | cpeetz | X |
| WSG | Andrea Chateaubriand | AC | Elected | 354809 | chateau | X |
| Dean's Office | Everett Abegg | EA | Appointed | 355355 | eabegg | X |
| EHS | Sonia Honeydew | SH | Ex-Officio | 354400 | soniah2 | X |
| EHS | Erin McKeown | EM | Ex-Officio | 354400 | mstoxic |  |
| Assoc. Dean | Stephanie Harrington | SH | Ex-Officio | 355355 | stephah | X |

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\*X=Present at meeting

Meeting notes recorded by EA

**Agenda**

1. Call to Order
2. Approval of February Minutes
3. Jim Tritten – UW Continuity & Resilience Program Presentation
4. OARS Reports February 2023
5. Open Discussion
6. **Call to Order:** Meeting called to order at 1:00 PM
7. **Approval of Minutes:** The February 2023 minutes were approved with changes.
8. **UW Continuity & Resilience Program Presentation**:

Jim Tritten was introduced as the new Resilience and Continuity Manager in UW Emergency Management. Jim stated that ransomware and emergency management have been identified as immediate needs for the UW to address. Business continuity has been spun off as a standalone entity, with focuses on operations without IT Services and build out plans on lost facilities/personnel after disasters.

David Zuckerman asked what Jim’s current plan forward is for Emergency Management. JT responded that they are looking to working directly with departments on their required continuity plans.

Stephanie stated the College does not have established plans for continuity/resilience in place currently. Further stated that the College is unique in possessing satellite units that have unique needs that must be addressed in continuity plans. Stephanie asked if there was a current deadline for these plans to be implemented. Jim responded that there was not.

Collen asked if Jim performed an overview of critical resources located on campus. Jim responded that he had not, but the goal is to work with IT to shore up planning and identify all critical resources on campus.

Sonia introduced Jimmy Spencer, who was newly hired as Assistant Director for Occupational Safety and Health.

1. **OARS Reports:**
	* **2023-02-021** – Employee was cleaning a knife aboard the R/V Thomas G. Thompson and was cut after the knife slipped from their hand. – Closed
	* **2023-02-049** – Employee cut their hand on the exterior of a pumpout. – Closed
		+ Stephanie wanted further information on Sea Grant’s policy on first aid during fieldwork.
	* **2023-02-107** – Employee fell to the floor after leaning back in their chair after its bolts were found to have come loose. – Open
		+ Collen followed up on this incident and clarified that the chair was provided by NOAA in a federal facility. Stephanie expressed interest in keeping this report open until it was known if a federal incident report was filed and if the other furniture in the facility was audited/replaced.
	* **2023-02-120** – Employee fell from a ladder while attempting to prune a shrub. – Closed
		+ David Zuckerman clarified that employees are required to have a spotter while using orchard ladders. Recommended closure as this was addressed with the employee.
2. **Open Discussion:**
	* DW provided several notes from the UW wide safety meeting:
		+ Accident prevention plans are slated to be released in April, and comments from the group would be appreciated.
		+ Department of Chemistry recently learned that they were unable to operate multiple eyewash stations at once. It was recommended that all departments with those stations test theirs.
		+ Still waiting on further information on if staff will be able to lock down individual buildings in case of emergencies.
		+ Erin McKeown presented the 2022 injury statistics and Scott Nelson provided the 2022 evacuation and fire lifeline survey statistics.
		+ DW was informed that near-miss reporting for the college needed to improve as it did not match the numbers of similarly-sized groups.
		+ Guidance is forthcoming on first aid kit supplies.
		+ The March 2023 biosafety manual is now available online.
		+ The current masking requirements from the state end on April 3rd and changes from UW may come in that time.
		+ Contact tracing is currently funded through June, but new funding sources need to be identified to continue the program past then.
3. **Adjourn:** Meeting adjourned at 2:04 PM