

Computing Sciences Safety Committee Meeting Minutes
04/19/06
50F-1647 Conference Room

In attendance: Michael Banda, Parisa Farvid, John Hutchings, Gary Jung, Betsy MacGowan, Steve Nobles, Horst Simon, Linda Suarez, Howard Walter, Tammy Welcome

Absent: Bill Iles, Scott Mason

Update on Director's Safety Efforts: Actions of the Safety Coordinators

John updated the committee about how department heads and managers have been asked to do safety walkthroughs in their areas. Upon completion, they are to send back their checklist results with the findings for the division to correct. They will also communicate to their staff the importance of maintaining a safe workplace and re-emphasize the correct procedure and contacts for reporting safety issues. Horst was concerned that the information doesn't always get communicated all the way down to the employees.

Training Issues

There was discussion about the division specific ergonomic classes that are being setup for CS. These EHS026 (ES&H for Managers, Supervisors, PI's and Mentors of Students) classes will be offered on May 1, 2, 3, 9, & 15th. Betsy confirmed that EHS020 can count for EHS026.

Ergo Evaluations

We are having more ergo evaluations, in part, because the database has been modified to automatically request an evaluation every time an employee's location changes in the telephone directory. Gary relayed that the ergo database is not as clear as the JHQ database, that it is not supervisor friendly. Old data is listed along with the new and he couldn't seem to get an accurate listing of evaluations for his employees. In addition, Betsy pointed out that many supervisors seem to be unaware that they are the responsible party for purchasing the ergonomic products needed to complete the ergo evaluations.

Safety Review Committee Update

CS needs to change its perspective regarding safety. We need to look at how we manage it rather than having an inspection force. We also need to clarify the role of the division in regards to safety for matrixed employees.

Injury Update

John started by saying that there seems to be a general fear of reporting injuries among employees. This leads to delayed communication and treatment sometimes resulting in more serious injuries. Howard concurred and stated that a clear message is not coming across to employees. He would prefer a clear message saying that if you report your discomfort or injury early enough, that it won't be a problem for the Lab, that the Lab

will not be shut down, and that we encourage early reporting because there is a very high possibility that the problem can be fixed before it escalates into something worse. He said that he hasn't heard that anywhere. Gary relayed his own story about how he went to Medical and was told "do you realize all the paperwork this is causing?" Betsy added that Medical and Jeffery Chung, EH&S's ergo specialist, do not communicate. Banda asked how this can be changed and was told that it needs to go through Howard Hatayama, EH&S's acting Division Director. John added that Eugene Lau, EH&S's Deputy Division Director is acutely aware of the situation. Betsy suggested an alternative method, that if people experienced discomfort, they should contact EH&S' ergo folks first and if deemed necessary, to then contact Medical. Gary felt it was unfair to have the ergo folks make an assessment as to whether or not Medical needs to be involved since the ergo folks are not medically qualified. He also reaffirmed that staff does not know about the proper procedure, about where to report or the consequences, etc. Tammy presented the idea of a hotline, similar to Kaiser's.

The meeting went past the time allotted and Banda suggested that since there are so many safety issues, that we should meet every two months, preferably after the Group Leads' meeting.