

First Aid Plan



August 2026

UW Friday Harbor Laboratories First Aid Plan

All University personnel must have access to quick and effective first aid and readily accessible first-aid supplies in work areas. Each unit must document their First Aid Plan, defining the unit's method for meeting the first-aid requirements.

Location(s) covered by this plan: All buildings and grounds on the Friday Harbor Laboratories (FHL) campus

Work environments covered by the plan: Office, Laboratory, and Shop

FHL has chosen the following as our plan to provide quick and effective first aid to personnel at the location(s) listed above:

- We will rely on our local municipal emergency response service (San Juan Island Emergency Management Services), to provide first aid.*
- Additionally, we will ensure that first-aid trained personnel are available to render first aid to our personnel. See Appendix A for a list of FHL personnel with training.

Plan for personnel who work alone outside of normal business hours

Custodians are the only FHL personnel who normally work alone on campus outside of normal business hours. They wear cell phones at all times, and know to call 9-1-1 to contact San Juan County Emergency Services for assistance as needed.

First-aid supplies

FHL maintains over 30 first aid kits on campus. See table below for locations.

Automated external defibrillators (AEDs):

FHL maintains three designated AEDs on campus. See table below for locations.

We have designated an AED coordinator who is responsible for registration, training, and maintenance of the AED, as well as recordkeeping for the device and its use. Our AED coordinator is the Stockroom Manager (Peggy Combs, 206-616-0697)

This First Aid Plan was last updated: August 15, 2026

For questions regarding this plan contact: Bernadette Holthuis

First Aid Trained Personnel, First Aid Kits, and AEDs

Primary First Aid Contact

Contact	FHL Location	Phone Numbers	Training
Pema Kitaeff	Dock Office	206-349-9977 (c) 206-543-0876 (o)	First Aid Instructor (PADI EFR, ERDI, and DAN) & Diving Safety Officer

Other FHL Personnel trained in Basic Life Support, incl CPR & AED Procedures

Name	Location	Last Training
Connelly, Megan	Dining Hall Kitchen	11/12/2024
Danielsen, Maya	Dining Hall Kitchen	11/12/2024
Dent, Molly	Custodial	12/17/2024
Drake-Raue, Raina	Dining Hall Kitchen	11/12/2024
Engel, Doug	Maintenance	11/19/2024
Heck, David	Maintenance	11/19/2024
Herko, Michelle	Caretaker's Residence	11/19/2024
Hodin, Jason	Lab 1	12/17/2024
Johnston, Morgan	Fernald Offices	11/12/2024
Kreis, Maia	Fernald Offices	
Kull, Kristy	Dock Office	12/17/2024
Loss, Eric	Kittiwake, Lab 1	11/12/2024
McKay, Daniel	Maintenance	11/19/2024
Moreno, Alex	Maintenance	11/19/2024
Rogowski, Adam	Lab 7 (Gear Locker)	11/12/2024
Schwab, Chloe	Lab 1	11/19/2024
VanderYacht, Jodi	Fernald Front Office	12/17/2024

First Aid Kit Locations

Location	Size of Kit
Fernald, basement hallway	25-person
Stockroom, opposite check-out desk	25-person
Maintenance Shop, next to sink	15-person
Student Shop, next to sink	15-person
Labs 1-5 and 9-12 by safety bulletin board	15-person
Lab 8, hallway near bathroom	15-person
Labs 6 and 7 by sink	10-person
Dining Hall kitchen	25-person
Commons kitchen	25-person
Dock Boathouse, under sign-out sheet	5-person
All small motorboats, stowage compartment	5-person
R/V Kittiwake: 3 kits	1 x 25-person, 2 x 5-person
All FHL vans, under driver's seat	5-person
All FHL golf carts (custodial & IT)	5-person

Automated External Defibrillator (AED) Locations

To prevent damage during freezes, the AED in the apartment parking lot is moved to the apartment laundry room for the winter months.

Location	
Dining Hall, left of kitchen serving window	
Fernald Ground Floor, base of stairs	
Kittiwake wheelhouse	