

MEETING MINUTES

Chemical Hygiene Committee

Date | time 4/21/2021 3:30 PM | *Location* Zoom

In Attendance

Mark Woods, Chemistry Professor (Chair) | Scott Jaqua, Asst. Director of EHS, RSO, CHO | Lindsay Henderson, Laboratory Safety Specialist | Shuvasree Ray, Chemistry Professor | Shannon Roth, Assistant Director of Research Integrity | Kelly Gleason, ESM Professor | [Name, Title] | Becca Wilson-Ounekeo, ESM Lab Manager | Xavier Oberlander, Art Program Assistant | Ben Hughes, Student Representative from MME (Jiao Lab) | Alexandra Franco, Laboratory Technician in Geology | Nic Meier, Chemistry Stockroom Manager (SRTC) | Elliott Gall, MME Professor | Comedy Millar, Research Integrity Administrator | Cecily Bronson, Biology Teaching Lab Manager

Absent

Kim Brown, Biology Professor | Drake Mitchell, Physics Professor | Mike Wendel, Biology Teaching Lab Manager | Sarah Bartlett, Chemistry Department Manager |

03/18/21 Meeting Minutes Discussion

Narrative:

- Mark asked the committee to review the meeting minutes from 03/18/21. Once reviewed the committee was asked for any updates. No updates were needed. Committee was then asked to approve the meeting minutes as-is. Becca motioned to approve, Xavier seconded the motion and then the committee unanimously voted to approve the meeting minutes.

Lab Incident Discussion

Narrative:

- There was one incident (near-miss) that took place since the last committee meeting. Cecily was the one who reported the incident and offered to share a bit of information on what took place.
 - Cecily went to use some concentrated HCl (6N) in the prep room (wearing appropriate PPE) when she noticed that the lid on the container was cracked and a very small drip was seen going down the side of the bottle. This was a PVC coated bottle and there were no noticeable cracks or weaknesses in the glass. She replaced the lid and checked over the bottle and everything seemed fine, so she used what she needed. But when she returned the bottle to the cabinet, she noticed there was a very fine/light layer of vapor/condensation inside the cabinet where the acid is stored. She then reached out to EHS for advice on moving forward.
 - EHS decided it was best to remove all things from the corrosives cabinet and to let it air dry for a few days and reassess. The hazardous waste manager came to the lab and wiped down the cabinet with dilute sodium bicarbonate solution.
 - There were no chemical contact or injuries from this incident.

Action Items:

- Lindsay is going to add an item in the Spring Micro Gram on proper chemical storage/chemical cabinet checks, etc.
- CHC will provide guidance to the return to research group on an updated checklist for coming back to campus, as well as to the lab.

- Nic suggested a peroxide former check (from the chemical inventory) and to send emails to the labs who currently have them as an additional reminder to check their chemical storage.

Potential Edits to the Chemical Hazard Assessment Form Discussion

Narrative:

- Lindsay has received some feedback from users of the chemical hazard assessment form as to how the form may be less cumbersome for the users. The committee discussed these potential edits:
 - Removing the lab safety training checklist – **committee decided to keep it**
 - Removing the section where you drop a link or file to the SDS used for the assessment – **committee decided to keep the link drop, but remove the file upload option**
 - Removing the section where it is asked for the user to expand on the hazard – **committee decided to review this section and reword it so that it is an optional section for the user to provide other hazards (if applicable)**
 - Removing the working alone question – the committee decided to review this at a later time
 - Removing the additional procedures/guidelines section – **the committee decided to have Lindsay reword and streamline this question and then review again at a later date**
 - Removing the section asking users to confirm they know where the eyewash/shower and fire extinguisher are – **the committee decided to keep this as-is**
 - Removing the section asking user if they know how to use the eyewash/shower/fire extinguisher – **committee decided to leave this as-is**
 - Removing all non-mandatory sections from the form – **committee decided to keep this as-is**

Action Items:

- Lindsay will make the approved changes to the form.

Update on the Lab Closeout Requirements

Narrative:

- Mark updated the committee on what he found out from his meeting with Jason Podrabsky, Dawn Boatman and Kelly Clifton about lab closeout procedures. Everyone agreed that a clearer and better process needs to be established. General council also agreed that this issue needs to be addressed, but it is not their responsibility to develop.
- A conversation with HR will be arranged to discuss what needs to happen to clarify the lab closure process.
- There are three main issues that need addressing:
 - What happens to graduate students after advisor has left campus
 - Sabbaticals
 - Timelines and time sensitive hazards

Action Items:

- This conversation will be continue at the next meeting, and probably more meetings in the future.

Next Meeting

5/19/2021 3:00 PM, Zoom