

MEETING MINUTES

Chemical Hygiene Committee

Date | time 2/11/2021 2:00 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 | Kim Brown, Biology Professor | Drake Mitchell, Physics Professor | Sarah Bartlett, Chemistry Lab Preparator | Becca Wilson-Ounekeo, ESM Lab Manager | Ben Hughes, Student Representative from MME (Jiao Lab) | Alexandra Franco, Laboratory Technician in Geology | Nic Meier, Chemistry Stockroom Manager (SRTC) | Comedy Millar, Research Integrity Administrator | Mike Wendel, Biology Teaching Lab Manager

Absent

Elise Granek, ESM Professor | Xavier Oberlander, Art Program Assistant | Elliott Gall, MME Professor |

Approval of the 01/14/21 Meeting Minutes

Narrative:

- Mark asked for a motion to approve the meeting minutes. Mike motioned and Drake seconded. All were in favor for approving the meeting minutes as-is.

Update on Protocol Hazard Assessments, Technical Training & Lab Safety Officers

Narrative:

- The committee was provided a link to the Google Document in order for comments and edits to be suggested: https://drive.google.com/file/d/1T_tpHegjWZsnf3bZA562dt7DoDHx5kkn/view?usp=sharing

Action Items:

- **Committee members must submit all comments and suggested edits by 02/26/21.**

Update on Roll Out of Hazard Assessment for a Chemical & Chemical Inventory System

Narrative:

- Roll out is going smoothly.
- Some feedback has been provided by some of the lab workers about possible changes that could be made to the hazard assessment form. Should revisions be made?
 - Mark asked for specific feedback to be obtained for review.

Action Items:

- **Lindsay will reach out for specific feedback and bring suggestions to the next meeting for the committee to review.**

Update on Lab Door Placarding Project

Narrative:

- Lab placards are still being created and going out to their proper locations.
- There have been a couple situations that have taken place in labs lately where response to the incident would have benefited from having a lab door placard, but one was not present.
- Compliance needs to be met even for labs currently housed within SB1.
- There are two new Chairs in SRTC. They need to be looped into this project.

Action Items:

- Committee members were asked to influence lab door placard compliance within their own departments (aka bringing them up at faculty meetings, sending out departmental emails, etc.)
- Scott will send out email to Chairs encouraging participation in the lab door-placarding project.

Update on SB1 Remodel

Narrative:

- If there are any concerns from the committee about the upcoming remodel, please forward them along to EHS, Scott and/or Annie Lindgren.
- Safety has been an early part of the upgrade conversation and will continue to be important throughout the process.
 - For example, there needs to be consideration for where students will store their “outside” clothes prior to putting on their PPE for lab courses. Ideally these cubbies/racks/etc. would be outside of the lab room in order to reinforce the mindset of proper attire/PPE within the lab.
 - It was suggested that the committee create a list of safety concerns that should be addressed with this remodel project, based on some lessons learned from SRTC upgrade, RLSB construction.
 - The idea of looking at ways the CHC can help influence preparations for the move was brought up, Such as best practices, waste removal, etc. A messaging campaign perhaps?

Action Items:

- Mark, Scott, Nic and Lindsay will be meeting with Annie Lindgren prior to the next committee meeting so that some safety concerns may be addressed (in respect to this committees purview).
- Messaging campaign needs to be develop to help with science building move: best practices to prepare, waste removal, etc.

Discussion on Head Faculty Member Leaving

Narrative:

- Two issues that need to be discussed further:
 - What happens to the students when the head faculty member leaves?
 - Should there be a checkout procedure for graduate students?
 - What happens to the products created by the grad students?
 - How is it ensured and products are properly labeled and stored?
- Currently there is a PSU Lab Decommissioning Program. Although upper administrators have reviewed it, it has yet to fully be implemented.
 - Timeline for notice needed and who needs to be notified (at various stages of this process) needs to be better stated within document. And also state within the document why this timeline was decided and why it is important.
- The idea of a once a decade (for all) lab waste cleanout was suggested.

Action Items:

- The committee will return to discuss this topic further in the future.

Discussion on the Roles and Responsibilities Section in the CHP

Narrative:

- The Roles and Responsibilities section of the CHP has been vacant for some time. Looking at all of the various roles at PSU and delineating each role’s duties is what has completed this section for committee review.
 - Nic and Sarah will complete a section for the Chemistry Stockroom.

- Lindsay will be collecting all comments and edits by February 26th and compiling them into the document for review at the next meeting.

Action Items:

- Committee members will provide all feedback on this section by February 26th.
- Committee will vote to approve this section at the next meeting.

Next Meeting

March 18th, 2:30pm Zoom