Meeting MINUTES

Chemical Hygiene Committee

Date | time 1/26/2023 1:30 PM | Location Zoom

## In Attendance

Mark Woods, Chemistry Professor (Chair)| Scott Jaqua, Asst. Director of EHS, RSO, CHO | Lindsay Henderson, Laboratory Safety Specialist and Biosafety Officer | Shuvasree Ray, Chemistry Professor | Kim Brown, Biology Professor | Jen Morse, ESM Professor | Rolf Koenenkamp, Physics Professor | Becca Wilson-Ounekeo, ESM Lab Manager | Xavier Oberlander, Art Program Assistant | Kaleb Hood, Student Representative from MME | Ben Perkins, Geology Professor | Nic Meier, Chemistry Stockroom Manager (SRTC) | Mike Wendel, Biology Teaching Lab Manager

## Absent

Elliott Gall, MME Professor || Shannon Roth, Director, Research Integrity & Compliance Operations | Emma Duehr Mitchell, COTA Workshops Coordinator

## 11/17/2022 Meeting Minute Approval

Narrative:

* Mark asked the committee to review the meeting minute from 11/17/2022. The committee was asked to vote on approval and the meeting minutes were approved with no changes needed.

## Lab Incidents

Narrative:

* None reported.

## Lab Assessments

Narrative:

* Three lab assessments were performed during the Winter break.
  + Jiao Lab – being added to the chemical inventory system (EHSA), lab placards have been printed and will be places ASAP
  + Stuart Lab
  + McCormick Lab
* In many cases the lab moves projects have not been completed and this incompletion is still having an affect on the lab work that can be done in the spaces.

Action Items:

* At least two assessments will be performed this coming month: the ESM/Chemistry shared teaching space in SRTC and the Goforth Lab. O Chem should be assessed with and without students working at a future date.

## Lab Safety Awareness Week

Narrative:

* Inaugural year for lab safety awareness week. February 13-17. Each day has a theme:
  + Monday: PPE & Attire
  + Tuesday: Lab Housekeeping
  + Wednesday: Lab Safety Equipment
  + Thursday: Hazard Assessment & Risk Assessment
  + Friday: meet your EHS Team
* Friday, February 17th will be the monthly Lab Safety Training from 10-12pm, hands-on spill response activity all are welcome), followed by coffee and donuts from 1-2pm.

Action Items:

* Hoping for more help with planning next year’s events.

## Chemical Inventory Upkeep

Narrative:

* Mark’s lab was selected to test out the procedures for annual chemical inventory updating. Partially due to the pandemic, but also other factors, many lab’s chemical inventories are no longer as accurate and useful as they once were. This update will help with the accuracy and usefulness of the inventory, but will also help the lab declutter and maintain a safer work environment.
* Goals and purpose of the annual update are:
  + Chemicals over a certain age (6+ years) should be removed (from the inventory, as well as go out as waste)
  + Chemicals no longer needed or wanted by the lab should be removed
  + Inventory should be updated with all items that are not currently listed but are in the lab

Action Items:

* The Podrabsky lab has offered to test out this process after Mark’s lab has completed the initial process.

## Annual Lab Safety Training Requirements – Faculty Leads/PIs

Narrative:

* Should PIs be required to take an annual lab safety training? Currently not many faculty take the lab safety training offered by Nic and Lindsay, so very few know what items are covered for their lab workers. Possible ideas to consider:
  + Should it be tailored for them (AKA not the standard monthly lab safety training currently available to lab workers)? More administrative and lab management oriented.
  + What would make faculty members go? Incentivize the training? Convocation-like, with the focus on lab safety and management. Alcohol served during/after?
    - Should field safety be included in this? For ESM and Biology only, or others?
  + Should it be presented as a part of an annual faculty retreat (in the Fall) or during part of a faculty meeting? Part of or as a separate seminar?
  + Should it be collective for all science/engineering departments or personalized for each department?
  + Who should present the training?
* General consensus from committee was that this training is needed. Also, that the training should be tailored to each department and that training should take place prior to Fall term starting.
* How would this work for Art? Retreats are pretty packed already. Possible involvement from the Provost?

Action Items:

* Scott will email Max to discuss the possibility of adding the training to the ESM retreat.

## Next Meeting

2/23/2023 1:30 PM, Zoom