**UAH Environmental Health & Safety Committee   
AGENDA – April 9, 2015  
VBRH M33, UAH Campus**

1. Call to Order

|  |  |  |
| --- | --- | --- |
| Yes | Cates, John (Compliance Officer) |  |
| Yes | Christopher, Sundar (Dean – COS) |  |
| No | Berbrier, Mitch (Interim Dean - COLA) |  |
| Yes | Finnegan, Michael (AVP – F&O) |  |
| No | Hyatt, Regina (Dean of Students) |  |
| Yes | Hoy, Hailey (Nursing representative) |  |
| Yes | Lindquist, Robert (AVP - Research) Chairperson |  |
| No | Mahalingam, Shankar (Dean - COE) |  |
| Yes | Pendleton, Marcia – Ex- Officio (OEHS) |  |

1. Roll Call
2. Approval of Minutes

Motion to approve: Mike Finnegan

Second to motion: John Cates

1. Unfinished Business
   1. Notification and activation of Laboratory Safety Committee

John Schriver has been identified as the lead; Lindquist will be contacting the supervisors of those who are to be on the committee. Hopefully they will have their first meeting prior to our meeting next quarter

1. New Business
   1. Funding laboratory safety items such as first aid kits, spill kits, chemical waste collection containers.

Pendleton – When audits are done, non-compliance (at risks) are issued for missing spill kits, etc. People ask why OEHS isn’t paying for these items. The response is that they should come out of the department’s funds.

Lindquist – Waste removal is covered by OEHS – that stops when the items are not managed appropriately, in the wrong container, or peroxide formers over time, etc. Then it becomes the department’s responsibility. There is a recent case where the issue was inherited from the previous person in charge and OVPRED paid for it.

Where do we draw the line?

Christopher – Does OEHS have a sense of what is needed in each lab?

Pendleton – Yes, needs are identified during the annual audit.

Lindquist – Funds can’t come from research dollars; they have to come out of F&A. The items/cost can’t be written in a proposal unless it’s a specific/unique item that is needed for that particular proposal.

Christopher – Who pays for fire extinguishers?

Pendleton – The University pays when a new building is erected. If a speciality item is needed due to the use of the space, e.g., C02 is needed instead of a standard ABC extinguisher, the user must pay.

- Is the University buying spill kits, etc., in bulk to leverage our buying power?

Pendleton – The OEHS is not funded for these items.

Finnegan – The Lab Safety Committee should address this issue and make appropriate recommendations.

Lindquist – Lab fees used to help cover these things in teaching labs.

ACTION ITEM: Notify Lab Safety Committee that they are to address the issue: “What type of equipment is expected in every lab? (Vote taken – all present in agreement that this task should be forwarded to the Lab Safety Committee.) Also, this should be the first item that the Lab Safety Committee should address.

Finnegan – A first aid kit may be in the room, but just not visible when the audit is done. Someone from the ‘department’ should be present during the audit to answer any questions.

* 1. Periodic flushing safety showers and eyewashes.

- The eye wash stations should be flushed once a week; the showers once a month. Calcium, rust, etc., deposits build up and then the stations won’t work. A Graduate student or Teachers’ Assistant should do this.

- OEHS has historically checked the function at the stations twice per year. Work orders are issued to repair the items but the only way to keep them out of a constant state of repair is to flush them weekly and monthly. The second, and more important, reason to have lab users check them is to make people aware of where they are and how to operate them. OEHS is discontinuing checking the function of the eyewash stations and safety showers.

- OEHS has tagged each one so users can initial and date each check. A wheeled trash can is necessary to catch the water for those without drains.

- Drains are not installed because use of the safety shower due to an exposure would result in a release to the environment of a potentially toxic substance.

- Some labs aren’t used frequently. People hold on to a lab even if they aren’t using it

Finnegan – If you claim it, maintain it. If a lab is no longer being used, Facilities has to rework it for the next person/group to use it.

- Labs are being ranked from high to low risk. Low risk labs will not require weekly/monthly safety shower and eyewash flushes.

Christopher – We are cleaning up and discarding items in our areas in MSB.

- Employee check out procedure – OEHS was not being notified when a person was departing UAH. That procedure is being followed more closely now.

Cates – How many times have we had to use the showers or eye wash? Is there a number?

Pendleton: Showers – Only reported once in 18 years.

Cates: OSHA doesn’t cover us. This frequency of occurrence is minimal.

Pendleton. We are training students what to expect in the workplace. Risk assessment – what happens if we don’t have the safety equipment? A severe injury or loss of life could result.

- periodic flushing of the eye wash and shower stations saves UAH money.

ACTION ITEM: Notify Lab Safety Committee that they are to address the issue: Ensure the eye wash stations and the showers are flushed out according to regulations.

DISCUSSION AT NEXT MEETING: Failure to maintain a lab is a cause to lose the lab and reallocate the space.

- First aid kits in every lab vs. kits on every floor

* 1. Laboratory safety incentives.

Pendleton: For discussion – We would like to provide a safety award through the EHS Committee. This will be awarded to either an individual lab or department, research center based on lab audit reports and other factors. Recommend $500 award for use on safety equipment or training, lab equipment, etc.

- Lab safety is good to reinforce. What Christopher is doing (cleaning out labs) is a good idea. Lab safety incentives annually – make an award, give it on Honors Day.

Pendleton – We use a ranking system for each item on the lab inspection; we could also focus on one additional safety item each year such as training taken by the group, standard operating procedures, eyewash/shower flushing. We want things to be safe and we want the students to be safe.

Lindquist – We want to keep safety in their minds at all times. A competition? Pictures of safety practices? Push for something specific during training and hopefully they will retain it.

- Initially we would focus the award on chemical labs, not machine shops, etc.

- Lab Safety committee is comprised of mostly faculty; there may be some push back. Finnegan – Safety awards for teaching, labs, and different areas.

ACTION ITEM: Notify Lab Safety Committee that they are to address the issue: Lab safety incentives.

1. OEHS Updates
   * 1. Respiratory Protection Training scheduled for the end of April.
     2. Accident reports.

There were only two injuries; both were custodial services

* + 1. Stabilization of an outdated peroxide former, tetrahydrofuran, at a cost of $3,270.00.

Make sure that Deans and Chairs have people sign off when they leave UAH and that the labs are clean and chemicals, etc., accounted for.

* + 1. Lab EHS Inspections – April - OB, May - SCST , June - MSB , July - RC, VBRH

These are or will be scheduled according to this timeframe.

* + 1. Life Safety Code Inspections – April – MH, CCRH, UFC , May – IMF, CV, SCST , June – MSB, OB , July – VBRH, BAB, JRC

These are or will be scheduled according to this timeframe.

* + 1. Machine Shop Audits for machine guarding were conducted in December. Safety recommendations have been submitted to the appropriate departmental supervisors.

A vendor (Safe State) as onsite and helped conduct the audits. All audits came out good.

Cates – Was any guarding removed from any of the equipment?

Pendleton – No; nothing was removed.

1. Safety Timeout

- Lindquist/Cates: Is the issue of working in a lab while pregnant resolved? The group met; nothing determined yet.

- Finnegan: Crosswalks are being looked at; launching a new master plan. “Skipper” is an outside vendor that is doing a study across campus.

1. Adjourn

- Motion to adjourn: Mike Finnegan

- Second to motion: John Cates