**UAH Environmental Health & Safety Committee
MINUTES**

**August 1, 2017, 1:00 p.m.**

**SSB 114, UAH Campus**

1. Call to Order
2. Roll Call

|  |  |  |
| --- | --- | --- |
| Yes | Taylor, Chris | College of Arts, Humanities, and Social Sciences |
| Yes | MacKenzie, Ivey | College of Business |
| Yes | Simmons, Laterrica | Compliance Officer |
| No | Mathis, Shannon | College of Education |
| Yes | Anderson, Michael | College of Engineering |
| Yes | Morgan, Bryce , Ex-Officio | Office of Environmental Health and Safety |
| No | Coward, Mark | Facilities & Operations |
| No | Hoy, Hailey | College of Nursing |
| Yes | Lindquist, Robert | Office of Research & Economic Development - Chairperson |
| Yes | Waddell, Emanuel | College of Science |
| Yes | Brecciaroli, T.J. | Student Affairs |

1. Approval of Minutes

Motion to approve: Emanuel Waddell

Second to motion: Michael Anderson

1. Unfinished Business

- The Lab Safety Committee is in the process of being formulated. There is a growing concern among national lab safety committees. It is unclear how the university regulations will progress with any change in government regulations. The University is exempt from any OSHA rules and regulations. It is better to be proactive on this subject.

1. New Business
	1. Lab Safety Committee

- Lindquist has a list of names of people that could be on the lab safety committee. He will contact them to confirm their acceptance on the committee.

* 1. Research Labs

- Guidelines and consistency of research space. Some research space is improperly used i.e. televisions, work room, etc. Guidelines need to be established.

-The nano device lab has an off-hours buddy system in place. If the students don’t follow the rules, they can be banned from the lab for a certain period of time. This would impact their research. There is also a log-in procedure and cameras.

- There should be a consistent policy across campus for lab safety.

- AHSS has a buddy system and log-in system but no cameras.

- Not all research areas can do the buddy system depending on the groups’ dynamics. These guidelines mentioned are more for shared facilities and labs or facilities that are used by a larger number of students.

- There should be some type of classification and labeling regarding the dangerousness of each lab; a code and numbering system consistent on campus.

- Devise an all-encompassing system and then each department can be more specific based on their needs and type of lab.

- Periodically or annually the lab procedures should be reviewed to see how they are handled. Each department should be allowed to do their own monitoring but within the general guidelines.

* 1. CPR Training and OEHS items

- The Spring, 2017, CPR/AED classes went well and were well attended.

- Morgan will be traveling to Auburn University to review their confined space protocol. Their policies will be the foundation for UAH’s confined space policies.

- A suggestion for community outreach is to have a household hazard waste disposal event (paint, vehicle oil, etc.). UAH would provide a hazardous waste disposable vendor on campus and the community could bring hazardous items from their home for proper disposal. The expense would be minimal to have a disposable vendor on site and would benefit the community.

- There was a fire this past year in a chemical lab. An undergraduate student made a mistake which caused a fire. The Teacher’s Aid that was in the lab handled the problem correctly minimizing the damage. There were no injuries.

- Concerning lab inspections, if a lab has failed inspection, they are given 30 days to correct the problem. If after 30 days, the problem still exists and the lab ‘owner’ has not corrected the problem, Lindquist will contact the lab owner to determine why and assist them with resources they may need.

- There is no pre-plan in place on what to do with labs and/or offices when a person retires, ie how to dissolve the lab, confirm there are no ITAR related items, no hazardous waste, etc. There should be a pre-retirement plan on what to do; a process on how the lab will be brought back up with a new professor or dissolved entirely. There is no succession plan in place (hazardous waste, medical tissue, etc.) This should be addressed. HR should be involved. The Dean signs an exit form when a professor leaves the university. The lab issue should be addressed during the off-boarding process.

- Disposal of chemicals and waste material. If the materials were properly handled and the disposal is ‘routine,’ OEHS will pay the cost of removal. If the items were improperly stored or handled, the department responsible for the lab is responsible for the cost of disposal.

* 1. Campus lighting

- The Student Government Association wants the lighting committee reconvened. A few years ago there was a committee that met once a semester. Brecciaroli can call a student committee together but wanted to get approval from the EHS Committee to move forward. Lindquist will mention this to the Director of Facilities; Brecciaroli will work with the student organization and submit suggestions to facilities.

1. General Discussion

a. There was a chemical incident earlier in the Spring semester which resulted in carbon monoxide in a room. There were no injuries. This incident brought to light that clearer lines of communication to the students and the media need to be established. Get input and proper information prior to releasing any information rather than release misinformation to the students and media (unclear, incorrect, exaggerated).

b. Student Affairs has drafted lines of communication information and has learned from other sources about institutional response.

c. There is a new UAlert system that will be forthcoming (RAVE app). This system allows the information sent out to be more specific, by buildings or various areas of campus as well as the entire campus.

d. There is a lot of construction on campus… traffic being rerouted, parking lots, sidewalks, etc. Everyone needs to be closer attention. The new parking system will be monitored before any additional changes are made. FYI – the Holmes street crosswalk is city ’owned’ with UAH signage.

1. Safety Timeout

- Anderson – College of Engineering has their own college safety committee meetings in addition to the campus wide safety meeting.

- Taylor – In the woodshop, students sign a liability contract/waiver regarding items in the shop. - - Waiver should be sent to legal for review regarding wording. Only certain people on campus are authorized to sign on behalf of the University.

1. Adjourn

Motion to adjourn: Emmanuel Waddell

Second to motion: T.J. Brecciaroli