

Lab Safety Committee (LSC)
Meeting Minutes
July 11, 2016

Attendees

Chris Boake
James Cantu
Christine Cheney
Bill Dunne
Terry Hazen
Sally Horn
Butch Irick
Greg Jones

Pam Koontz
Scott Moser
Robert Nobles
Darcy Rathjen
Mark Smith
Marsha Smith
Ling Zhao

- I. **Approval of Minutes** – Minutes from the previous meeting (May 16, 2016) were approved by members in attendance. These minutes will be posted on EHS website.

- II. **Offsite Safety PPE Hazard Assessment** –The Off Campus Work Guide GS 85 (<http://ehs.utk.edu/safety%20manual/smpdf/Offsite%20Safety%201%200.pdf>) Appendix A - Offsite Safety Checklist addresses the PPE assessment and training.
Action Item: Department heads who have students and staff conducting field work will be notified about the guide plus asked to complete the PPE assessment.

- III. **Children in Shop** – EHS received a complaint regarding two children in an office that's housed within a wood shop. The campus policy on minors in shops and labs on campus generally applies to work activities. The committee felt it was acceptable to have the children in the office provided:
 - a. They are escorted to and from the office
 - b. All work in the shop stops while they are being escorted
 - c. The parent signs the safety assurance form found in the policy.

- IV. **Draft Lab Safety Training Concept** - James Cantu provided a handout that describes refinement of safety training for lab personnel. It separates the training into three parts:
- a. Maintenance and building services
 - b. Lab Workers
 - c. Leadership and Operations (PI and mgrs.)

The general content for each of these three groups was included in the handouts James asked the committee for feedback on the preferred mode of delivery, reciprocity with other institutions/national labs. Training for new PIs could take place after the initial new employee orientation. New department heads should be briefed on their roles and responsibilities relative to safety. Jacob Payne from the UTIA safety office will be asked to provide an overview of the lab safety training provided on that campus.

- V. **Graduate Student Seminar in Safety** – Based on current priorities and staffing, EHS will not pursue this program at this time.
- VI. **HF Accident** – An accident occurred on July 1 in which a lab worker was exposed to hydrofluoric acid (HF). The details surrounding this event were discussed. A follow-up meeting is planned next week for further review and investigation.
- VII. **Chemicals Requiring Approval** – Full implementation of this plan would address some of the issues associated the HF exposure. Having a separate committee to approve chemical use was discussed.
- VIII. **Dougherty Engineering Lab Accident** – Water dripped from an exhaust hood onto an Ethernet box in room 602 of Dougherty Engineering, which caused a small fire. The fire was extinguished, but afterwards an employee was shocked and received a small burn while unplugging the box. Additional follow up and review are planned. A written account of the accident will be send to the LSC

- IX. **University of Hawaii Lab Accident** - An overview of the university of Hawaii la accident was given by Dr. Hazen. He wanted to emphasize that the lab had not disclosed to EHS that they were mixing gases. The explosion from the activities caused building damage and a lab worker lost a limb. Dr. Hazen stated how important it is for EHS to know everything that lab does in order to correct hazard assessments have been made.
- X. **Website** - James Cantu commented that a webpage has been created to host the LSC and Safety Committee meeting minutes. It was suggested that in addition to minutes, committee members and the charter should also be included on the website.
- XI. **Communicating Outcomes**- Effort needs to be made to keep the university community knowledgeable about the LSC and TN Today postings were encouraged. It was questioned if periodic safety tips were still being sent to TN Today.
- XII. **Vice Chair for LSC** - 14 individuals were present for the meeting, including 10 faculty members. Dr. Dunne was unanimously nominated as the vice chair for the LSC.
- XIII. **Graduate Student Representative** - Dr. Nobles was tasked with finding 2 graduate student representatives for the committee.
- XIV. **Lab Closeout Procedure** - Derek Bailey has a list of labs going through the move/close-out cycle. EHS will follow-up with Derek on the status of the list. To date, only 4 labs have been closed-out.
- XV. **Committee Composition**- The handouts contained a page of the LSC charter that lists the membership. There were no suggestions for change.
- XVI. **Cintas Lab Coats** - Several areas of discussion came up regarding Cintas offering lab coat rental and cleaning. The price of coat rentals and who is responsible for paying for the coats was discussed. Questions were also posed about what styles and cuts would be made available. It was asked if this would be a requirement for labs if they already have an appropriate manner to take care of their lab coats. It was discussed that this was just another option for P.I.'s to use. It was recommended that at least department safety officers be invited to Cintas presentation so that they can inform their department of options. There likely may need to be additional methods of communicating the coat offerings to campus.
- XVII. **Fabric-type Lab Furniture** - The committee was in favor of the safety office's unified push to have fabric furniture removed from research labs.

- XVIII. **Procurement of PPE for Laboratories** - Robert Nobles will set up a meeting with Marsha Smith, Brian Ranger, and Blake Regan in Purchasing to discuss this point and work toward evaluating if the university can procure less expensive PPE for laboratories.
- XIX. **Eyewashes-** Scott Moser is working on this list
- XX. **Strong Hall Move** - The move will begin in 6-12 months. In January 2017, the floors used for instruction are planned to be finished. Activities slated for these floors include academic teaching labs for chemistry and biology students. Currently, May 2017 is the planned date for when research labs may begin moving into the building.
- XXI. **LSC Meeting Schedule** - The upcoming schedule of when the LSC will meet needs to be distributed to members again. It was noted that the January 2017 meeting fell on MLK day.
- XXII. **Outsourcing of FS** - Outsourcing FS and how it relates to lab safety for specialized labs was discussed. Safety awards were discussed, and a graduate student was nominated. Building security and the history of problems was discussed and is a topic that Dr. Nobles and Mark Smith will discuss and address further.