

Lab Safety Committee (LSC)
Meeting Minutes
August 19, 2016

Attendees

John Bartmess
Sally Brogdon
Christine Cheney
Matt Cooper
Paul Dalhaimer
Bill Dunne
Chris Fedo
Linda Hamilton
Terry Hazen
Butch Irick
Greg Jones
Mark Harman

Pam Koontz
Mariano Labrador
Philip Li
Scott Moser
Robert Nobles
Jacob Payne
Brian Ranger
Darcy Rathjen
Mark Smith
Marsha Smith
David White
Ling Zhao

- I. **Approval of Minutes** – Minutes from the previous meeting (July 11, 2016) were approved by members in attendance with one modification. These minutes will be posted on EHS website.
- II. **Student Members** – Mark has been in contact with the president of the Student Government Senate to identify two graduate students for the LSC.
- III. **Laboratory Security Policy** – There is no campus policy that addresses security in labs on campus. This subject impacts radio-isotopes, biohazards, controlled substances, select agents, materials that fall under the Chemical Facilities Anti-terrorism standard and other. *Mark will draft a policy with input from others and bring back to the LSC.*
- IV. **Laboratory Safety Review Calendar**- Environmental Health and Safety is developing an online calendar for scheduling safety reviews. It's anticipated this will be available in four to five weeks.
- V. **Chemical Inventory** – Moving the chemical inventory to a different platform (Archibus) is planned for 2017. Staff from EHS are receiving information regarding the system attributes.
- VI. **Chemicals Requiring Approval** – James Cantu and Scott Moser are working on a process to identify chemicals that require approval. The Chemistry Department has a list of approximately 30 substances that fall under this designation. Having a

subcommittee to review applications was discussed. John Bartmess will chair this effort with representatives from UTIA, EHS and Paul Dalhaimer.

- VII. **Cintas Lab Coats** – Cintas provides uniforms (including lab coats) and laundry services to the University. They will be presenting in Ayres Hall on Wednesday, September 28 on the topic of lab coats. Lunch will be provided. It is necessary to RSVP.
- VIII. **Fume Hood Outage** – A series of fume hoods will be out of service during the month of October in SERF for maintenance. The outage schedule was included in the handouts. EHS staff will assist with securing (Lockout/tagout) the hoods.
- IX. **Accident Reporting College of Engineering** – The College of Engineering is posting instruction in labs for handling accidents for both students and employees.
- X. **Bioraft-** This is data management software designed for lab safety. Positive comments have been received from those who are familiar this program. Historically the cost has been high. Concerns were expressed about the amount of time necessary to support this program from both EHS and the PI. The Campus Safety Health and Environmental Management Association (CSHEMA) might be a good venue to benchmark this topic. *Mark will arrange a demo and come back to the committee with a summary.*
- XI. **New Property Claim Packet and Report of Occurrence Forms** – The handouts contained new property claim forms and a revised Report of Occurrence form. There are many incidents (student or visitor accident, near misses, stolen property, etc.) that should be documented on the Report of Occurrence form. *Mark will invite the risk manager (Pam Jeffreys) to the next Lab Safety Committee meeting to discuss these new forms and reporting incidents.*
- XII. **Safety Orientation Video** – Mark and James Cantu met with Tom Owen from Media Services regarding production of a safety video for undergraduate teaching laboratories. *Mark will develop an outline and bring back to the committee before proceeding.*
- XIII. **Field Research** -The following groups are involved with field research:
 - a. Ecology and Evolutionary Biology
 - b. UT Institute for Agriculture
 - c. Geology
 - d. Geography

- e. Anthropology
- f. Civil and Environmental Engineering
- g. Microbiology

Mark will form a working group of representatives from these departments to look at the topic of safety and offsite research.

XIV. **Next Meeting** – The next meeting will be on Monday, October 17 at 1:30 p.m. in room 258 (Mary Greer Room) of Hodges Library.