Lab Safety Committee (LSC)
Meeting Minutes
February 20, 2017

Members Present:

1. Chris Boake – Arts and Science
2. Christine Cheney – Physics
3. Matthew Cooper – Psychology
4. Bill Dunne – College of Engineering
5. Mark Wagner – Facilities Services
6. Terry Hazen – Civil and Env. Eng
7. Lee Jantz - Anthropology
8. Pam Koontz – EHS
9. Scott Moser - EHS
10. Robert Nobles – Office of Research
11. Darcy Rathjen – JIAM
12. Mark Smith – EHS

Members Absent:

1. John Bartmess – Chemistry
2. Sally Brogden – Art
3. Lori Cole - UTIA
4. Steve Crouch – UTIA
5. Paul Dalhaimer – Chemical Engineering
6. Scott Emert – Nuclear Engineering
7. Gong Gu- Electrical Engineering
8. Linda Hamilton – Biosafety
9. Greg Jones – Material Science
10. Chris Fedo – Geology
11. Butch Irick – MABE
12. Mariano Labrador – BCMB
13. Philip Li – Geography
14. Rosie Metallo – Plant Sci – Grad Student
15. Susan McMillian – Theatre
16. Jacob Payne – UTIA
17. Brian Ranger - Biosafety
18. John Salasin – GSS
19. Marsha Smith – Radiation Safety
20. David White - UTIA
21. Ling Zhao - Nutrition

I. Approval of Minutes – Minutes from the previous meeting (January 23, 2017) were approved by members in attendance.

II. Department Safety Contact New Program Initiative – The handouts contained an outline for a department safety contacts program. A meeting is planned for April (not the week of 4/17). Mark will poll members in terms of dates. Department safety contacts and their department heads will be invited to attend. The handouts contained a draft agenda for the meeting, which is anticipated to last no more than 90 minutes.

III. Moving Lab Chemicals – JIAM and Strong Hall – The university will be using Veolia to transport chemicals to JIAM (phase II) and Strong Hall. This is the same contractor that was used for the Phase I move and also manages the university’s hazardous waste.
IV. **Chemical Inventory** – The annual chemical inventory started January 17 with the deadline for submission being March 1. Pam reported the following

a. 250 inventories in the system  
b. 135 have not responded thus far  
c. 76 have been updated  
d. 18 are in progress  
e. 21 have never had an inventory

*Pam will follow up after the deadline with Bill Dunne and Chris Boake.*

V. **Escalation – Reporting** – The topic of what events require reporting and to whom has been discussed. *Mark will include the LSC and the Safety Committee in the development of a plan to address this subject.*

VI. **Lab Closeout Process** – Not all the labs have completed the closeout procedure for the Phase I move to JIAM.

VII. **Lab Door Sign Program** – Chris Boake discussed using information from the lab door signs in response to a water leak that occurred recently. Based on this event a request was made to include cell phone numbers on the signs, not office numbers. The following changes are planned for the signs:

a. The Facilities Services 24/7 contact number will be added  
b. Changes will be made to the personal protective equipment