

Attendance according to sign-in:

Member	Department	Pres.	Abs.	Member	Department	Pres.	Abs.
Doug Aaron	MABE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Mariano Labrador	BCMB	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Michael Allen	TCE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Yingkui Li	Geography	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Andy Baker	CEE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Brian Long	Chemistry	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Shawn Campagna	ORE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Bryan Lord	Facilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>
James Cantu	EHS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Larry McKay	Arts & Sciences	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Christine Cheney	Physics & Astronomy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Ahmad Mitoubsi	EHS/Lab	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lori Cole	IACUC/OLAC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Scott Moser	EHS/Lab	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Matthew Cooper	Psychology	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jacob Payne	UTIA Safety	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Steve Crouch	UTIA Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sandra Prior	EHS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Paul Dalhaimer	CBE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sarah Pruet	ORE	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Elizabeth Derryberry	EEB	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Ranger	EHS/Lab	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bill Dunne	Vice Chair -Tickle COE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Darcy Rathjen	JIAM	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gerald Egeland	MSE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Marsha Smith	EHS/Rad	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Scott Emert	Nuclear Eng.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Erin Tucker	Art	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chris Fedo	EPS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	David White	UTIA	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jason Fogarty	Theatre	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Andre Zeumault	EECS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sharon Hale	CEE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Ling Zhao	Nutrition	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Linda Hamilton	EHS/Lab	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Vacant	Grad Student Rep	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Terry Hazen	Chair -CEE/EPS/Micro	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Vacant	Grad Student Rep	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Huelsman	Facilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Kim Harmon	EHS/guest	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lee Jantz	Anthropology	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Melinda Hauser	IACUC	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John Kobza	ISE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cynthia Swift	CEB	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pam Koontz	EHS/Lab	<input checked="" type="checkbox"/>	<input type="checkbox"/>				

Agenda:

- I. Approve Minutes from Last Meeting
- II. Introduction of Cynthia Swift – DSO
- III. EHS Lab Safety Report
- IV. Chemical Hygiene Plan-Implementation Status
- V. Lab Safety Committee Working Groups Update
- VI. Laboratory Incidents
- VII. Lab Animal Program Peer Review
- VIII. Facilities Services Contractor Safety
- IX. New Business
- X. Next Meeting

Attachments and References:

- Meeting Attendance Sheet
- Mossman Hand Injury
- HCI Incident Report
- Fluorine Cylinder Stop Use
- SERF IAQ

Topic Summaries

I. **Approve Minutes from Last Meeting**

Minutes from the 1-27-2020 meeting were approved.

II. **Introduction of Cynthia (Cindy) Swift:** DSO for Center for Environmental Biotechnology (CEB).

III. **EHS Lab Safety Report – (Brian/Scott)**

- a. Started back on lab reviews, been working on BioRAFT going through all the checklists. There are not a lot of updates.
- b. BioRAFT revisions
 - i. To clean up the checklists and to have resources to go by.
 - ii. Cross training exercise – ancillary benefit of going through BioRAFT
 1. Biosafety, chemical hygiene and lab safety line going through findings so we could all be on the same page to find what the core expectations were, how we were going to approach a particular item on the checklist, and try to develop some standardization.
- c. Radiation Safety – no updates to report
- d. UTIA – no updates to report at this time

IV. **Chemical Hygiene Plan Implementation (Brian)**

- a. Turned over to Training Development & Communication unit in EHS to put the UT brand on it and to do minor edits and format that we need to have it in, and make Appendix A into fillable forms.
- b. James explained – broken up into the smallest meaningful units so that any particular form that you need to replace or correct one item. Forms can be accessed as a suite located on the EHS website. PIs will be able to select only the form(s) they need to create or edit. This will make it easier to update forms and have a “living” chemical hygiene plan. Some of these are one and done, some will be your SOP’s which you might have several of those in your lab. Whatever the case we are in the final steps of getting those converted into fillable forms and we will start placing them on our website.
- c. Brian – we are going to various departments and asking for updated contact lists and those are being fed to James’s unit to help build a listserv so that we can start conversation forms and as soon as that is built and all the forms are ready, there will be an email that goes out from lab safety. Target date to look for the email is March 1. Not asking people to reinvent the wheel, but we are providing a different template that is more user friendly and to find. If you already have something you like you can keep using it.

V. **Lab Safety Committee Working Groups –**

- a. High Hazard Chemical Review - (Sandra)
 - i. Benchmarking other universities in the peer groups
 - ii. Talking about what kind of chemicals should be on the list but that got to be unwieldy. Sandra recommended that what we are really looking at is writing a procedure for this, and we already had a draft procedure written by Tim Barton @ UTHSC. The last assignment was for everyone to look at that procedure and see if they could find other procedures and come up with some feedback on the procedure itself.

- iii. Instead of creating a list because there are lots of different lists. They are thinking about possibly having a process for you to evaluate a chemical so say if it's ok then it meets the criteria as opposed to trying to give you an all-inclusive list.

b. Lab Coat Program – (Terry)

- i. Got a complete list of the number of people that would potentially need lab coats UTIA & Engineering. Have not received Arts & Sciences. Need to know number of people to get the final list.
- ii. Review of peer institutions and basically all of them require lab coats like we do. If you are in the lab no exposed legs or open toed shoes.
- iii. A lot of them have laundry services at their universities. Facilities checked into this (they didn't have the numbers) and the Vet School thought they could handle it. They could increase the number of people for laundering services.
 - 1. What about distribution? Getting them over there and getting them back to the labs.
 - 2. Last quote received was .50 per lab coat.
 - 3. Brain Ranger stated the current requirement is you drop off for your lab or department and you pick up.
- iv. Sandra has mentioned to chief and the lab coat service is being added to the supplemental budget request. Brian Long - researched and found good information from various resources that the requirement is to have lab coats and that it is the employer's responsibility to provide PPE, and a lab coat is PPE. That it is an obligation of the university so he said to go ahead. Need to have a creditable or cost with numbers and we will submit it mid-March.

c. Lab Safety Communication Strategies – (Chris)

- i. Looking at network and communication network from an organization stand point. Working on chart to hopefully will end up being part of the larger safety culture.
- ii. Safety flowcharts on what to do. The ultimate goal is to be able to produce a card or a table that can be put into everyone's lab. So that they will know what to do every time. Long term goal.

d. Lab Safety Metrics and KPIs (Bill)

- i. Current plan will meet and take the document that they have in draft form and hammer on it usefully and make some recommendations for metrics and at that point that document will be provided to LSC for comments and further revisions.

e. Safety Awards (Terry)

- i. Going to meet with system level administrators. Terry has a meeting with Randy Boyd and Stacey Patterson to start thinking about encouraging safety at a systems level leading to culture change.
- ii. Idea to have Safety needs – consider looking into a framework to be able to use electronic bulletin boards in Engineering and Arts & Sciences. Think that having a memes thing, would be a great thing to do.
- iii. Consider having safety booths with giveaways at Engineering Day and or Conduct of Safety Day, similar to the one at Oak Ridge. At these with a minimum could give out safety glasses

and perhaps buy some in bulk and put the UT logo on them, etc. Outreach would be valuable even when we have K-12 students come to the campus as well as undergraduates.

- iv. The other thing that we would consider and perhaps do right away create an award system that is centered around near misses and so a near miss would be something where you have done all the right things but a splash or bottle breaking incentivize collecting those for people to give us near misses. Develop some sort of awards system for it. Recognition – not sure how quickly can get something like this together.
(Brian) There is a platform set up for reporting “LiveSafe app”
(Terry) Decided they needed to do communications and work with the communications folks to make sure it gets out in TN Today, Beacon, etc.

VI. Lab Incidents or Concerns

- a. Hand Injury-Microbiology/Mossman
 - i. EHS did not find out till a couple of weeks after it happened.
 - ii. Need a better call tree or Risk Management process.
 - iii. Confusion on who to contact and what to do. Need to get clarification on what to do if they are paid by the university, student, or friend of the university. To know what reporting is required.
 - iv. They did not contact the DSO
 - v. Call to action – DSO needs to be contacted immediately
 - vi. Do micro labs have what to do on a contact card? (Corvel information)
- b. Acid bottle break – EEB/Dabney-Buehler
 - i. Unusual occurrence of new bottle break when removing from cabinet.
 - ii. Had appropriate clothing and PPE, had done everything right but it was just something that happened.
 - iii. All parties considered with the staff involved, they were all well prepared. Still confusion on who to call and how quickly to get a hold of them, but all went ok.
 - iv. EHS received call from department quickly. Department called UTPD, dispatch contacted EHS one call line, where James Cantu happened to be the one on call, around lunchtime and not long after that Liz Derryberry called Brian Ranger to let him know.
 - v. Fisher was contacted about this issue immediately
 - vi. Terry – Need to find out if we received “from this same batch” of bottles anywhere on campus?
- c. Corroded fluorine gas cylinders & stop use order – Chemistry/Dabney-Buehler
 - i. During lab inspection follow-up – realized nothing had been done from the inspection about the cylinders so EHS issued a “stop use order” for fluorine.
 - ii. Gas cylinders has been out of hydro date since 2009 and 2016.

- iii. The gas cabinet did not meet any design or standard. Found out material that was used to build it was transite.
 - iv. Airgas will take back all cylinders for no charge of a hazardous waste fee which will save us about \$8000.00 if we had to get them disposed of by the hazardous waste contractor.
 - v. Terry – Need to remind lab people to look at tanks and make sure that they are up-to-date.
 - vi. EHS – Can send out an email to remind everyone to check dates of cylinders
- d. Odor Complaint – Chemistry/SERF
- i. Brandon Best from General Safety performed testing and levels were well below outside mold levels.
 - ii. Facilities Services changed out building air filters and smell went away.
- e. New (2-14-2020) – Water leak – JIAM
- i. Scott received a call about a water leak at JIAM, when he arrived found it had started on the first floor and spread out from there. It affected rooms 144, 145 executive conference room, 146, main lobby area, as well as the ground floor elevator lobby area 032-033.
 - ii. Unattended experiment going on in fume hood – tubing connected to house water popped off and sprayed house water in the fume hood for a few hours, which led it to flood. Assuming it occurred between midnight and 1 AM and discovered around 6:30 AM when facilities people came onsite to do some work.

VII. Lab Animal Program Peer Review (Association for the Assessment and Accreditation of Laboratory Animal Care, AAALAC-International) – Lori Cole

- a. 4 colleagues from other institutions performed the peer review.
- b. Assessments were done February 3-6
- c. Where IACUC exist: WLS, Hesler, SERF, Jessie Harris, Mossman, GSM – Basement, CVM and the CVM Farm Unit across the river, and Brehm. Also, have a number of research and education (REC) centers across the state. Local are farm units in East TN, Blount, Holston, Walland where the Little River Unit is located.
- d. There are 2 types of concerns they identify: Mandatory and Suggestions for Improvement
- e. Mandatory concerns:
 - i. IACUC – policies and procedures
 - ii. Vet Care
 - iii. Occupational health program
- f. Suggestions of Improvement
 - i. Vet care at the REC centers
 - ii. Occupational health
 - iii. HVAC issues in buildings where animals are housed
- g. What was identified in occupational health?

- i. They said that the occupational health & safety program did not include an effective process for ongoing evaluations of the workplace risks and hazards specifically for respiratory protection.

- h. Make sure that we re-evaluate the risk program.

VIII. **Facilities Services Contractor Safety** – Randy Huelsman –

- a. Defer until March meeting

IX. **New Business** – (old business) Dr. Labrador – Fire extinguishers in Mossman and the appropriate labeling for location. Fire & Life safety group will get signs to hang up in Mossman.

X. **Next Meeting** – March 23, 2020, 1:30-3:00 pm; Student Union Room 270