

Attendance according to zoom:

Member	Department	Pres.	Abs.	Member	Department	Pres.	Abs.
Doug Aaron	MABE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mariano Labrador	BCMB	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Michael Allen	TCE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Yingkui Li	Geography	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Shawn Campagna	ORE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Long	Chemistry	<input checked="" type="checkbox"/>	<input type="checkbox"/>
James Cantu	EHS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bryan Lord	Facilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Christine Cheney	Physics & Astronomy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Larry McKay	Vice Chair -A&S	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lori Cole	IACUC/OLAC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Ahmad Mitoubssi	EHS/Lab	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Matthew Cooper	Psychology	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sarah Mobley	CEE	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Steve Crouch	UTIA Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Scott Moser	EHS/Lab	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Paul Dalhaimer	CBE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jacob Payne	UTIA Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Elizabeth Derryberry	EEB	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sandra Prior	EHS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bill Dunne	Tickle COE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sarah Pruettt	ORE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gerald Egeland	MSE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Brian Ranger	EHS/Lab	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Scott Emert	Nuclear Eng.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Darcy Rathjen	JIAM	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Chris Fedo	EPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Marsha Smith	EHS/Rad	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jennifer Ferris	GSM	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cynthia Swift	CEB	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Casey Fletcher	ART	<input checked="" type="checkbox"/>	<input type="checkbox"/>	David White	UTIA	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jason Fogarty	Theatre	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Andre Zeumault	EECS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Liz Fozo	Microbiology	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Ling Zhao	Nutrition	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sharon Hale	CEE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Alicia Doerr	Grad Student Rep/Chemistry	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Linda Hamilton	EHS/Lab	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stephen Romaniello	Alternate/Fedo	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Terry Hazen	Chair-CEE/EPS/Micro	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Kim Harmon	EHS/Guest	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Randy Huelsman	Facilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Brian Payne	EHS/Guest	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lee Jantz	Anthropology	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Viktor Nemykin	Chemistry	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jeremiah Johnson	Microbiology	<input type="checkbox"/>	<input checked="" type="checkbox"/>				
John Kobza	ISE	<input checked="" type="checkbox"/>	<input type="checkbox"/>				

Agenda:

- I. Approve Minutes from Last Meeting
- II. LSS update-Rollout of site safety visit program
- III. BioRAFT/ChemTracker updates
- IV. Lab Safety Committee Working Groups
- V. Incidents/Concerns
- VI. Risk Management reporting procedures
- VII. New Business
- VIII. Next Meeting

Attachments and References:

- Purposes Mechanisms and Metrics(draft)
- LS-005 LSA Program (draft)
- Injury reporting procedure for non-workers
<https://drive.google.com/drive/folders/1ITMBgGiwbIDBK5TAtrWG0nlcgGAvL6vp?usp=sharing>

Due to COVID-19 the zoom meetings will continue until further notice.

Topic Summaries

Approve Minutes from Last Meeting

Minutes from the 3/15/2021 meeting were approved.

I. LSS update-Rollout of site safety visit program (progress to date)(03:57 – 05:52)

- a. Brian Ranger – LS-002 Site Safety Review Procedure has been implemented, and the LSS Unit has started site safety reviews. The rollout is in progress. Linda has completed Nutrition. Scott is making some headway at JIAMS. Ahmad is halfway through BCMB. The procedure aims are to note all findings and chase down closure. Brian will provide more data and a remaining timeline at the Summer LSS Meeting.

II. BioRAFT/ChemTracker updates (05:53 – 08:17)

- a. Brian Ranger - EHS will be dropping the equipment, training, and inspection modules at the end of April. ChemTracker is at the end of a three-year cycle and up for renegotiation. BioRAFT wants to increase the price by 60%. EHS is working with Procurement Services to reduce commitment for ongoing maintenance of that system. All data is backed up, and James Cantu provided stop gaps in the event BioRAFT must be abandoned in its entirety.
- b. Brian Payne – A decision will be made in coordination with Amy Dudenbostel by April 26, 2021.

III. Lab Safety Committee working groups-meeting outcomes & next steps (08:17 – 19:08)

- a. Lab Safety Advocate Program (LS-005) – draft review
 - i. Brian Ranger –Lab Safety Advocate Program (LS-005) document has been revised to include department heads, lab safety committee, and EHS. The document is ready for review and final comments.
 - ii. Terry Hazen – LSA needs to read over the draft carefully and provide feedback.
 - iii. Larry McKay – The document should be reviewed at the first LSA subcommittee meeting in the Fall to explain everything that has been done.
- b. KPI-revisit previous discussion within LSA program context (previous materials provided)
 - i. Brian Ranger – At the end of the January LSC meeting, a summary document of the work group's progress and recommendations for KPIs. Implementation and final adoption were delayed pending DSO responsibility clarifications. Brian has reposted the document for review.
 - ii. Bill Dunne – The working group needs to intersect the LSA document with the KPI document and bring it back to the Lab Safety Committee. Bill has taken responsibility for completing this task.
- c. HHCC-progress updates/next steps
 - i. Scott Moser – Next steps are to work on the charter and get to general counsel to review the document.
- d. Communications – progress updates/next steps

- i. Matthew Cooper – The workgroup last met in February to discuss what output and outcomes regarding lab communication. Three flowcharts were proposed. The first flowchart communicates about day-to-day lab communication, whether in preparation for inspections or protocol procedures. The next flowchart focuses on reporting lab instances. The third flowchart is for Whistleblower procedures. The aim is to provide everyday users instructions for each scenario. The next phase is creating captions for the documents and working out how the LSA program fits in this process. The workgroup needs one more meeting at the end of the semester to resolve some of the issues.
 - ii. Elizabeth Derryberry – It is important to pass documents through EHS to ensure agreement and conforms to established procedures before implementation.
- e. Lab Coats & Awards – PAUSED
- i. Terry Hazen – The Lab Coats and Awards are anticipated to be revitalized in the Fall when university processes are back to normal. Currently, the university is still under restrictions during the Summer semesters.

IV. Incidents/Concerns (19:09 – 31:26)

Revisiting a program where EHS made attempts to replace mercury thermometers

- a. Parafilm/Bunsen burner fire (BCMB; Moser)
 - i. Scott Moser – BCMB had a small fire that occurred while an undergraduate student was using spread plates. The student was not familiar with the bench they were working with, and the bunsen burner put out a much higher level of heat and flame. This lab had 6 – 8 inches of parafilm hanging over to easily cut. The Bunsen burner ignited the parafilm. The student knocked the burner to the floor and extinguished the fire. The only damage was a \$20 electrical cord from the parafilm residue.
 1. It was suggested that because the lab had cooler burners, personnel familiarize themselves with the location and use only one cooler burning burner.
 2. It was also suggested that flammables should be moved from the proximity of the burners.
 3. The graduate student was unsure how to use the fire extinguisher. Another graduate student was able to take over and get the fire extinguisher to work. LSS will take the Bullex Fire Simulator System over to BCMB and train personnel at Mossman to properly use a fire extinguisher.
 4. Another suggestion was to use a fire line or tape to mark the boundary for fire use.
- b. Methyl benzoate exposure (Chemistry/Mitoubssi)
 - i. Ahmad Mitoubssi – On March 31st, a staff academic support specialist in the organic chemistry lab prep room was possibly exposed to methyl benzoate via inhalation. They contacted EHS and complained about having chest pain. They were instructed to contact Corvel and Corvel instructed them to report to the ER. EHS followed up with the staff member to explain what happened. An undergraduate working in the lab dispensed methyl benzoate in the fume hood and had a minor spill in the fume hood. The student wiped up the spill with paper towels and disposed of them in the regular trash bin. The student then cleaned up their work area and left for class. Shortly afterward, there was a strong smell emanating from the lab. The staff member found the contaminated towels in the trash bin. They cleaned it up and had several findings.

1. There were hazardous waste issues left without being resolved before heading to the ER and notifying their supervisors.
 2. The lab did not have a Chemical Hygiene Plan.
 3. There was not site-specific training or a Chemical Spill Emergency Response Plan.
 4. The staff member had not taken EHS hazardous waste or general lab safety training.
 5. The staff member also used a respirator and did not store them properly or note the date on the cartridges for the respirator.
- ii. Brian Long – How was it accessed that they had not taken the training? They were present at the last training conducted by James Cantu. The Chemistry Department recently moved to the online training within the last year. However, it should be further accessed as to whether they have had training.
 - iii. The incident report is being finalized internally. The Chemistry Department Head has not yet been notified.

V. New Risk Management reporting procedures for non-work related incidents involving faculty, staff, students, and visitors (31:27 – 54:32)

- a. Brian Long - There have been a string of incidents in Strong Hall, but those incidents are not being disseminated very well. Four incidents have occurred in Chemistry during this year. Three of them were minor. One involved a tiny acid burn from an undergraduate lab, and another was a cut from a piece of broken glass. However, there was another incident where an undergraduate in Buehler Hall had to go to the ER. Because of changes in the reporting procedures, that incident was not communicated. We need to streamline a new process for notifying administrators and stakeholders.
- b. Brian Ranger – Risk Management changed their procedures for non-work-related incident reporting involving students, visitors, faculty, and staff. It is now up to the department's discretion to generate an incident report form and file it in-house. Corvel will contact the department in the event of a claim being filed. Corvel also added an alternative phone number. The 855-253-0629 is to be used for the non-work-related incident reporting, and the 866-245-8588 is to report worker's compensation incidents.
- c. It was suggested that students be sent to a student-focused portal to determine the correct procedures for reporting incidents and access whether this is a worker's compensation claim. A set of procedures needs to be established and escalated to the executive safety committee.

VI. New Business - None

VII. Next Meeting – June 21, 2021, 1:30-3:00 pm; Zoom Meeting

Chat messages from meeting:

13:56:12 From Lee Meadows Jantz: I've got another meeting...

13:57:22 From Bill Dunne, Research & Facilities, Engineering, U. Tennessee: apologies. Have to go to another meeting.

14:00:20 From Larry D McKay: I have to leave

- 14:11:33 From Stephen Romaniello (he/him/his): Should be a web-based form that goes to EHS and you guys direct from there.
- 14:11:35 From Stephen Romaniello (he/him/his) : yes
- 14:12:05 From Brian Long: I agree with Stephen. No reason not to be a web-based form
- 14:16:59 From Elizabeth Derryberry: Just to clarify. What is the policy right now? Any incident (no matter the person) that involves work in a lab or in the field calls the 'work' line? I'm completely confused now.
- 14:17:01 From Stephen Romaniello (he/him/his): This is huge, huge issue. Fought this for years at ASU. It's really hard to ask students to report to Emergency Room e.g. for HF burn treatment if you can't promise the bills will be covered.
- 14:20:07 From Sarah Pruett: Could we put something together as a group to bring this to Deb Crawford that outlines the issues?