

Attendance

Member	Position/Organization	Pres.	Abs.	Alt.	Alt. Designee
Sandra Prior	EHS Director (Committee Chair)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Steve Crouch	UTIA Campus Safety Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Brian Gard	Director of Emergency Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Scott Zurcher	Athletics	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Mary Lucal	Human Resources	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Misti Bain
Mark Hair	Parking Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Dave Irvin	Facilities Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Derek Baily
Pamela Jeffreys	Risk Management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Jennifer Lane
Justin Hayes	University Housing Safety Supervisor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Angie Robinette	Risk Management- System Worker Comp Coordinator	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
NA	Dean of Students or designated representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Bill Dunne	Tickle College of Engineering	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Larry McKay	College Arts and Sciences	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
NA	One SGA or GSA student representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Kim Harmon	Guest/EHS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Attachments and References

1. Agenda
2. Meeting Minutes
3. 1st & 2nd Qtr. Fire Alarm Types of Calls
4. Acceptance of Donated Lab Equipment document

Topic Summaries

1. **Review and approve minutes from previous meeting.**
Minutes from the previous meetings February 5, 2020
 - I. We needed 50% of votes to approve in person. We did not have that many people present at the meeting.
 - II. Minutes were electronically approved by email after the meeting.
2. **Committee Bylaws Update (Brian Gard)**
Send to the Executive Safety Council for feedback
3. **Introduction** – EHS Assistant Director, Brian Payne

4. **Risk Management Updates (Jennifer Lane)**

- I. Working with state on how and when to report possible exposure on COVID to workers comp purposes.
- II. The state has prepared a letter that will go out to all HR offices. The following is a paraphrase of what has been said – All incidents of exposure or potential exposure of the University of Tennessee employees should be reported to their UT human resources department. If they have been told to self-quarantine due to a possible known or possible exposure they also need to follow that recommendation. If they believe they are not able to perform all of their work responsibilities due to medical history puts them at greater risk for COVID and/or they have tested positive then they also need to report that to their HR department and the HR department should be tracking all of these exposures reported to them. They will determine if any employee exposed if the exposure occurred in the workplace as well as confirm the employee has tested positive, if the employee believes they were exposed while at work and/or the HR confirms it, the employee has a choice to file a claim. Once it is reported to CorVel the triage nurse will begin the investigation to determine whether the claim qualifies for compensation. This will depend on various factors including the type of employment, how often they were on campus that type of thing. There will be no penalties for late reporting.
Still fine tuning this information but should be to HR within the next week or so.
- III. Update from last meeting – there were 2 fires in residence halls there was not an incident report sent to risk management. Incident reports need to be sent to risk management on everything that occurs that could cause harm to student, faculty, staff, visitor or that could possibly lead to a suit. Need to know on the front end instead of when a lawyer contacts them so they do not have to back track.
 - I. Sandra – Was risk management not notified by EHS or someone via phone?
 1. Jennifer – no
 2. This is also one that EHS did not know about either and one of them Justin Hayes did not know anything about it until the day after himself. Sandra will follow up and ask Justin to get the incident reports.

5. **Summary of 2020 OSHA reportable and recordable accidents at UTK**

Sandra was looking over what Angie has sent for last year and this year and looks like we are about on the same level.

- I. 59 recordable by this time of the year last year and this year by end of July we have 61. Interesting is that this year we have not had a lot of people on campus but the numbers are staying about the same. Need to take a look at this to see where we can get opportunities to bring these numbers down especially with being off campus.

6. **EHS Re-organization update (Sandra)**

In February when we talked last we were very excited and very hopeful because we had 7 positions out there being advertised and we had closed 2 of the positions because we had a sufficient number of applicants and we had 5 of them still open to get in more qualified applicants. Since then COVID hit and we were only one position was deemed critical and that is the one Brian Payne is filling and 7 were temporarily postponed. In that time in addition to the 6 that we did not proceed with hiring we have also had one of our lab personnel retire so we are actually down on our strength from what we were before when we had the assessment on our total resources in safety. We have reorganized and are all under one

group now. We are short on lab safety, supervisor industrial/general safety as that was one we had out for rehire, and we have one person from radiation safety that is filling in at the EOC.

7. Fire Alarm Trend Analysis, CY2020 1st & 2nd Quarters

We get dispatch log reports and cover all the unwanted alarms. The detection is doing what it is supposed to be doing but it was not because there was an actual fire but for some other reason and we track what the causes are. It is interesting because even before we had COVID hit and we were normal operations in most universities cooking was the number one cause of accidental alarms. Here it is construction/facilities services activities that are the number one cause.

8. Accident/Incidents & Lessons Learned

I. New

I. Stop Work – Multiple False Fire Alarms at Dougherty

1. HVAC Upgrade – contractor soldering near detectors
2. No Hot Work Permit
3. Contractor Hot Work Program had not been reviewed prior to work start
4. Confusion about who UTK responsible manager was (Project Manager)
5. Initial corrective actions unsuccessful
6. Detector system impairment not an option due to cost to program Simplex monitoring system
7. Currently, soldering activity moved outdoors
8. EHS is purchasing a portable snorkel that can be used for something like this. It can be borrowed for use or demonstration. This can also be used in laboratories if someone is ventilating a piece of equipment.
9. Sandra spoke with Dan Smith – Facilities Services and when they put together the contracts they are working on have a boiler plate requirement in the contract and we are going to add this as far as they adequate ventilation and here is some options of what you can do.

II. Stop Work at Fleming Warehouse

1. Warehousing Services employees filling spray bottles w/ 1:20 dilution of high concentration chlorine and water for distribution to offices as disinfectant
2. One employee experienced breathing problems
3. Employees had no ventilation, safety splash goggles, chemical gloves and were wearing face masks and shorts
4. Employee called CorVel and sent to ER
5. Chlorine product not an EPA registered disinfectant
6. Bottles of diluted solution returned to FS and replaced with safer (little to no hazard) registered disinfectants
7. EHS posted guideline for safe use of disinfectants and guideline referenced in employee Return to Campus training

III. Safety Condition in JIAM 144 & 146 Labs

1. Meeting held with PI, ORNL, Associate Dean A&S, Dean A&S, AVC ORE, Chemistry DSO, Chemistry Dept Head
2. Good discussion re: lab overcrowding, chemical inventory, housekeeping and oversight responsibilities
3. Established working groups to assist PI in addressing concerns

- a. Developing Clear Roles & Responsibilities – ORE (Phil Brett), Chemistry Dept, AVC ORE (Dr. Pruet) JIAM Facility Manager (Alan Liby); Dean Lee - reviewer
 - b. Setting up a centralized lab chemical shop – Brian Ranger, Brian Long, Shawn Campagna
- 4. Conducted safety stand down
- 5. Dr. Campagna will meet with Dr. Dai to discuss shared governance management system
- 6. Improve purchasing process executed by lab researchers – Dr. Dai have final purchasing approval
- 7. Larry McKay – key issues was that the lab manager was not paid and was operating off his own grant and this was a conflict of interest because he was spending time working on other people’s research while he was being paid off a specific grant.
 - a. One suggestion – is the chemistry department going to provide some funds for this person to act as a lab manager? Because he legally cannot work on other people’s projects unless he gets a small portion of his time maybe 5% or 10% paid for by a source that is not by a specific grant.
 - b. Chemistry is one of the departments that does not distribute any rift to the faculty. But that does not mean that cannot be done.

9. Other Business.

- I. Laboratory Safety Committee requested Safety Committee address concern re: foreign equipment
 - 1.Chinese research equipment and chemicals found in Dougherty lab
 - 2.Equipment manuals and labels are in Chinese, unable to determine equipment compliance w/U.S. safety & electrical standards
 - 3.Some equipment in poor condition
- II. Sarah Pruet & Sandra Prior walked through lab on 7/23/2020
- III. Sandra prepared draft program document and sent to Dr. Pruet for review and input on ORE requirements re: donated equipment
- IV. Sandra is asking the safety committee to look at this and give her input on the draft document. This may also be something that we will have at the system level as oversight for all campuses.
- V. Brian Gard update - CVM – had a cluster because of a gathering that led to many contacts. So far no cases have been traced back to a workplace transmission. A cluster is 2 people from the same source. It is not a hot bed of COVID over there it is just something that got out to the press. When they have surgeries or things where people have to be within 6 feet of each other they have added the face shields.
- VI. Larry McKay - Walters Life Building that has undergone renovations. Issues about decontaminations of labs and how long it has been vacated. Labs still needing some cleanout are 2nd, 3rd and a little bit of the 1st floors. Doors need to be kept locked. Part of 1st is still behind locked doors because it is the lab animal facility.

Next Meeting: November 2, 2020 – zoom meeting