



California State University, Chico
Chico, California 95929-0019

M E M O R A N D U M

Date: March 30, 2023

To: Chemical Hygiene Committee

From: J. Marvin Pratt, Director of Environmental Health and Safety

Subject: Chemical Hygiene Committee

Present: Marvin Pratt, Charles Sellers, Betsey Tamietti, Blain Wells, Kenny Wahl, Kristopher Blee, Kevin Patton

Absent: Daniel Clark

The Chemical Hygiene Committee meeting commenced at 10:00 a.m. via Zoom meeting.

I. Welcome

Marvin Pratt opened the meeting by welcoming the Committee members. Mr. Pratt introduced Jana Gosselin who replaced Holly Swan as the Industrial Hygienist/Environmental Program Manager.

The minutes of the previous meeting were approved as written.

II. Review of Accident/Incidents

There were no accidents/incidents to report.

III. RSS Implementation Update

There has been a lot of work on Risk and Safety Solutions (RSS) in the EHS office. Heather Long and Jana Gosselin are learning the program. Cathy Fuller, EHS Program Analyst, is learning to run reports and work with the analytics. We were handed the closed-out audit in January 2020. EHS is now reviewing this audit. RSS is here to stay. EHS will check on the departments to see where they are at with the implementation process of RSS.

Blain Wells recommended we implement RSS standard naming procedures for labeling. Mr. Pratt will ask Cathy Fuller to share what EHS discussed internally regarding the labeling system with the committee. Kenny Wahl discussed identifying labs. Start with the building and then the room number.

Kris Blee agreed there is a need for standard naming requirements. For regulatory purposes, all hazardous bottles must be labeled. Mr. Wahl stated that all materials should be labeled, whether they are hazardous or non-hazardous.

IV. Radiation Training

Kenny Wahl reported that Cathy Fuller has gone through the Radiation Safety manual and built a radiation safety training. It has good content. Ms. Fuller is still working with IT to make sure all glitches are worked out. They are hoping to be able to launch it soon. Biology, Chemistry and Ag Stock Room Techs are all people that will take this training. The Radioactive Materials License states that all authorized users of radioactive material must have some annual training. Mr. Pratt reported that the licensee determines what that annual training will be. This year's annual training is a review of basic radioactive material's principles, and a review of our Radioactive Materials License. The training will be a good reminder for everybody.

V. New Faculty Flyer

Mr. Pratt reminded the committee that we discussed developing a flyer for new faculty members. Mr. Wahl shared the completed flyer. It covers the hazards that a new faculty member might encounter in a lab that was used by others. Mr. Pratt will ask Ms. Fuller to send this flyer to the committee for feedback and suggestions.

Mr. Wahl and Ms. Gosselin have been working on the Chemical Hygiene Plan to update it. Once Mr. Pratt reviews the plan he will share it with the Committee. When it is updated, it will be posted on the EHS website.

There being no further business, the meeting adjourned at 10:30 a.m.