MEMORANDUM

Date: October 6, 2020
To: Chemical Hygiene Committee
From: J. Marvin Pratt, Director of Environmental Health and Safety
Subject: Chemical Hygiene Committee
Present: Dan Clark, Jonathan Day, Chuck Sellers, Holly Swan, Betsey Tamietti, Kenny Wahl, Blain Wells
Absent: Randy Miller

The Chemical Hygiene Committee meeting commenced at 2:00 p.m. via Zoom meeting.

I. Welcome

Mr. Pratt opened the meeting by welcoming the Committee members.

II. Review of Accident/Incidents

Mr. Pratt advised there are no accidents/incidents to report. He noted in the Health and Safety Audit, and to meet audit requirements, certain aspects of the Committee’s responsibilities is to review investigations of laboratory or hazardous area accidents and causes of incidents. At the April 30, 2019 meeting, Mr. Pratt stated the review of accidents/incidents would be a regular agenda item.

Dan Clark expressed a concern in that he has observed groups of employees of 5 or 6 come together and are closer than 6-feet from each other. This was observed in stockrooms where there is a lot of people converging in a single space, and when giving/receiving instructions related to the move.

III. What’s Happen in the Labs During COVID-19

   a. Storage of PPE during COVID-19 (Lab Coats, Glasses, etc.)

Jonathan Day advised there is rarely anyone in the building and the storage of lab coats is not an issue at this time. Dr. Day noted most of the work being done is in the field.

Blain Wells also expressed a concern in that he has observed groups of individuals in the Physical Science Building, perhaps preparing for the move to the new building or giving verbal instructions to faculty and staff in preparation of the move. He also
observed numerous student researchers arrive at unscheduled or unexpected times looking to work in labs or for their PI. Mr. Wells expressed concern the students may not have had the extra safety training that should be done.

Jonathan Day and Betsy Tamietti advised they have not seen this in Holt Hall.

Marvin Pratt noted all Return to Campus Requests have specific times associated with them and that faculty and staff are to follow the guidelines and communicate expectations with any students associated with on-campus work or research in their areas.

Kenny Wahl advised spacing and scheduling are significant features of the approved Risk Assessments and should be followed and implemented.

Mr. Wells responded there are unexpected visitors, delivery personnel that are brief, but are not factored into the Assessments.

Mr. Pratt advised he will reach out to the Chairs to reiterate the need for social distancing whenever possible and to wear a face mask when not possible.

Discussion followed regarding student research assistants receiving safety training specific to the research topics and activities present in the research lab prior to research work commencing. It is the responsibility of the PI to provide research specific safety training and requirements of their student research assistants; and all training records are to be maintained by the department.

Mr. Pratt stated training documents are maintained by the departments; during an Audit if a training record is requested, the department would provide the document.

Betsy Tamietti advised the PI’s have their own safety contracts for students to sign at the beginning of each semester and are kept in the lab. If there is an incident, the incident is documented with the student’s contract, and is used to show as proof of training.

Mr. Pratt advised EHS could create a generic, formalized, safety training form to document the students name, identify the lab being used, and a checklist of items to be reviewed and completed prior to students working research labs, and all training records are appropriately maintained by the department.

Dr. Clark advised he will address this issue with the new Chair of Chemistry as this is a department issue.

IV. Packing and Moving of the Labs to the New Physical Science Building

Kenny Wahl advised the contractor, DPR, will continue their existing COVID-19 procedures, including all faculty and staff will have their temperature taken before entering the building. DPR has control of the worksite until December 2020.

Holly Swan asked what are the COVID-19 protocols during the moving of chemicals to the new building?
Mr. Wells expressed an objection to DPR taking the temperature of University personnel and that by the time faculty and staff move into the new building they are not visitors; the University is the owner of the building.

Ms. Swan advised faculty and staff have been given temporary occupancy in November to move chemicals and equipment; however, all faculty and staff will have their temperature taken before entering the new building while it is under the control of DPR. Ms. Swan advised she will verify the COVID-19 protocols with Kris Sanders.

Mr. Wells asked what is the COVID-19 protocols once the new building has been released to the University?

Mr. Pratt responded he will follow-up on the protocols for the new building.

V. Review of Chemical Hygiene Plan

a. How do we make Faculty more aware of the Plan?

Mr. Pratt advised the Chemical Hygiene Plan was reviewed in November 2019. There are new faculty who have been hired since that time who are unaware of the Plan. Mr. Pratt asked the Committee members how can EHS present the Plan to new faculty – send an e-mail to provide a link to the Plan? No suggestions were immediately given.

VI. Update on RSS

Ms. Swan advised not much has changed since March 2020 due to the COVID-19 pandemic. The departments have been using this time to enter data into RSS. Chemistry is done with most of their inventory and assessments. Ms. Swan will meet with Kate Ronan, Instructional Support Technician, on the status of Biology’s inventory.

Chuck Sellers stated the majority of the Agriculture inventory is complete. Ag has focused on disposing items and past due items, to minimize what needs to be inventoried. Mr. Sellers noted that due to no classes in the spring Ag should be able to do Assessments.

Mr. Sellers asked for info on a scanner to be used for this process. Ms. Swan will provide this information to Mr. Sellers and advised that a cell phone could be used.

Mr. Pratt asked how soon the room numbers for the new Physical Science Building can be entered into RSS. Ms. Swan advised she will follow-up with FMS and RSS.

VII. Other

Nothing to report at this time.

There being no further business, the meeting adjourned at 3:00 p.m.