



M E M O R A N D U M

Date: February 6, 2019

To: Chemical Hygiene Committee

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

Subject: Chemical Hygiene Committee

Present: Dan Clark, Jonathan Day, Dan Everson, Chuck Sellers, Holly Swan, Kenny Wahl, Blain Wells

Absent: Randy Miller and Betsey Tamietti

The Chemical Hygiene Committee meeting commenced at 10:00 a.m. in Park II, Room 119.

Approval of Minutes – September 14, 2018

The minutes of September 14, 2018, were electronically approved as submitted.

Update on RSS Implementation (Committee)

Mr. Pratt stated the RSS software is now active and asked the Committee if they have had the opportunity to work with it, have any input, concerns, etc.

Mr. Wells stated he has been working with the system for the Instrument Lab Assessment 100 and 101. The inventory is one-third complete and are cleaning out old inventory and will schedule a pickup with EHS. We are currently waiting for bar coding for the inventory. Mr. Wells noted he will be creating an assessment group.

Mr. Sellers needs to meet with faculty regarding the new software.

Mr. Day advised inventory is being taken in the stockroom, cleaning of old inventory for disposal, review of personal protective equipment, and entering inventory into Assessment.

Discussion continued regarding entering all personal protective equipment for faculty and students into RSS; maintaining SDSs; removal of old chemicals that are outdated and mislabeled; and entering updated inventory.

SOP are more detailed in that it is a procedure. SOP has an owner and can be delegated.

Update on Chancellor Office Audit

Mr. Pratt advised the campus will be audited by the Chancellor's Office in April, May, or June 2019, on laboratory safety, review training records, and lab surveys/documentation.

The University received the final inspection report from Cal-OSHA. A total of three (3) citations were issued:

Their findings were in Chemistry and the Farm:

Citation 1, Item 1: Flexible cords and cables shall not be used as a substitute for the fixed wiring of a structure. (Chemistry)

Citation 1, Item 2: Flexible cords and cables shall not be used where they run through doorways, windows or similar openings. (University Farm)

Citation 1, Item 3: Material, wherever stored, shall not create a hazard, it shall be limited in height and shall be piled, stacked, or racked in a manner designed to prevent it from tipping or falling. Prior to and during the course of the inspection, including, but not limited to, April 27th and April 30th, the employer failed to ensure boxes of meat in the Meats Lab freezer were limited in height and were piled, stacked, or racked in a manner designed to prevent them from tipping, falling, collapsing, rolling or spreading. (University Farm)

The cost for each Citation is \$600.00 for a total cost of \$1,800. All three (3) identified conditions were corrected by the time the final inspection was received.

The citations will not be appealed and the penalties have been paid.

Review of Title 8 Section 3380(f) Lab Assessment Certification (RSS)

Mr. Pratt advised that CCR Title 8, Section 3880(f) covers Hazard assessment and equipment selection. The employer shall assess the workplace to determine if hazards are present or are likely to be present which necessitates the use of personal protective equipment.

- Employer shall select and have employees use PPE that will protect them from hazards.
- Communicate selected PPE to employees.
- Select PPE that properly fits employees.
- Employer shall verify the required workplace hazard assessment has been performed through a written certification.
- Defective and damaged equipment will not be used.
- Training employees on PPE.
- Employee shall demonstrate ability to use PPE.

- The employer shall verify that each affected employee has received and understand the required training through a written certification that contains the name of each employee, the date(s) trained, and the subject of the certification.

Discussion regarding Lab Safety Training Switch

Mr. Pratt advised in the migration to the new CSU Learn we were unable to transfer the assigned learning track for lab safety due to the mapping being different in the new training system. In the past, the University has met the training needs of faculty and staff by assigning multiple different training modules. Moving forward with CSU Learn, Mr. Pratt proposed assigning “Lab Safety Fundamentals” to meet most of the training needs of lab employees. The training is estimated to take more time to complete, however, is thorough and will bring the campus in-line with other CSU campuses. The Committee agreed with to the “Lab Safety Fundamentals” course.

Mr. Pratt would like to have a new “Lab Safety Training” module that can also be assigned to student and teacher assistants. Mr. Pratt noted it will take approximately 2 to 3-weeks to complete the remapping.

Moving Chemicals Plan (Wells)

Mr. Wells stated a new SOP is being written to facilitate a safe and effective transport of chemicals and reagents, for short distances, between the old and new Physical Sciences buildings. As an alternative to having contractors move chemical inventory for Chemistry.

The process can be accomplished by:

- Packers: Would consist of 1 Tech and 1 Technical Assistant to remove the chemicals from the shelves in an inventory or alphabetical order; place in a plastic bag and then into a tote container with vermiculite for transporting.

This process is supervised by the Tech.

- Movers: Would consist of 1 Tech and 1 Technical Assistant who would place the totes on a cart, with pneumatic wheels, walk the carts to its destination by the Tech and Technical Assistant with physical assistance from the Moving Crew.

A spill kit, broom, and absorbent will be available.

- Unpackers: This team will receive the chemicals, unpack, wipe clean, and place the chemicals onto the new storage locations in an updated inventory process.

There being no further business, the meeting adjourned at 11:00 a.m.