



M E M O R A N D U M

Date: September 14, 2018

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, Randy Miller, Chuck Sellers, Holly Swan, Betsey Tamietti, Kenny Wahl, Blain Wells

Absent: None

The Chemical Hygiene Committee meeting commenced at 11:00 a.m. in Holt Hall, Room 381.

Welcome

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

RSS (Risk and Safety Solutions) Software Implementation

The RSS Software Implementation. Since 2008 the UC System has been developing a software package to assist faculty ensure safer lab environments. This software, Risk and Safety Solutions (RSS) is a very comprehensive and includes numerous modules (Assessment, Inspection, Chemicals, and Communication) which focus on different aspects of safety for their campuses. The EHS Directors have been working with CSU Risk Management Authority to procure and implement portions of this software.

The Chancellor announced the CSU will be purchasing this software and will be implemented on all 23 campuses and in operation by December 31, 2018. The Chancellor's Office has committed to funding up to \$500,000 annually for this project.

"Assessment" is the first module and is an on-line system that simplifies the hazard assessment process for work environments and recommends the proper items required based on the hazards revealed during the assessment.

Mr. Pratt advised on August 7th and 8, 2018, representatives from UC Davis presented RSS software training for the College of Natural Sciences and Environmental Health and Safety. Mr. Pratt also noted UC Davis has weekly webinars on the RSS software and will come to Campus for additional training.

Mr. Pratt noted the Chancellors Office stated each campus will be audited in regards to their lab safety program in 2019 as individual campuses, not as an overall audit of all campuses.

Thorium

Mr. Wahl reported (2) very old bottles of thorium nitrate and thorium oxide were discovered in Physical Science Building in the waste storage area. The bottles were not labeled radioactive. The labels pre-dated OSHA so they did not list hazards.

Mr. Wahl stated there is a company that will take the thorium and recycle it. Since the thorium has a market value, it is not considered to be a waste. These bottles are now relabeled and stored with other radioactive materials.

Peroxide Formers

Treatment of Hi-Hazard Chemical Waste. Mr. Pratt and Mr. Wahl advised the Committee members on the topic of Hi-Hazard Chemical stabilization. Stabilizing chemical wastes to make them safer for shipment to a disposal facility qualifies as treatment of a hazardous waste. State and Federal law requires anyone conducting this activity (treatment) to have a permit to do so. Recently our waste hauler, determined that stabilization was needed for a few specific bottles of wastes. These bottles contained chemicals that are classified as peroxide formers. The waste hauler has a process whereby they evaluate chemicals for peroxide formation and have very stringent limits set in their protocols. These strict limits define what they will transport and when they will require stabilization before transporting.

Update on State Audit

Mr. Pratt stated the recent audit recommended that all CSU campuses establish a Chemical Hygiene Committee, if not already in place. Our Committee has been in place, however, to meet the audit requirements we need to formalize certain aspects of the Committee's responsibilities.

The responsibilities of the Committee are:

- Meet twice a year or as needed.
- If requested, will review new project/process proposals for approval.
- If requested, will review proposals to change or modify existing projects/processes for approval.
- Discuss, explore, study and resolve problems that arise in the laboratories.
- Prepare meeting minutes and make available to the public.
- Review investigations of laboratory or hazardous area accidents and causes of incidents.
- Submit recommendations to the Chemical Hygiene Officer (Mr. Pratt) on laboratory or hazardous area problems.

Mr. Pratt advised the minutes will be approved by the Committee, formalized, and posted to the Environmental Health and Safety website; and the Chemical Hygiene Plan will be reviewed annually for effectiveness.

The Committee unanimously approved the proposed recommendations.

Mr. Pratt also reported the State Auditor's Office audit also included the CSU's oversight of the safety of employees and students who work with hazardous materials.

The Chancellor's Office and four campuses were reviewed (Channel Islands, Sacramento, San Diego, and Sonoma). The report identified a number of issues to be addressed.

Safety Committees - the University has two safety committees to ensure the University meets both the collective bargaining requirements of SETC and CSUEU. The Campus Health and Safety Committee and SETC/FMS Safety Committee with Human Resources and EHS attending as non-voting members.

Review of Training Records – the University started web-based training in 2006 with the Learning Management System (LMS) assigning on-line chemical safety training. Currently, there are 83 lab faculty members assigned to chemical safety training in the departments of Chemistry and Biology.

Training of Students in Lab Activities – The training of students is the responsibility of the faculty in the Chemistry and Biology departments. The departments use Lab Safety Contracts to ensure faculty are reviewing lab safety policies and practices with students. Recently, Chemistry moved this process to Blackboard to ensure no students are being missed. There is no auditing of this process that we are aware of at this time.

The State Audit also reviewed safety related equipment in the labs and Science buildings.

Inspections of Safety Related Equipment and Departments:

Eye Wash Inspections – On campus these are managed and inspected by FMS using the WebTMA work order management system. University Housing inspects their own eye wash stations, and University Farm personnel manage and inspects their eye wash stations.

Fume Hood Inspections – These inspections and evaluations are done biennially due to an exception in the regulations that allow for this on fume hoods which meet certain criteria. The fume hoods will be reviewed to ensure this exception can be applied to all fume hoods. If not, those will be moved to an annual testing cycle.

FMS Repair and Inspection – EHS will be working with FMS to establish a method in the WebTMA work order management system in which safety related equipment is identified to allow work orders associated with lab safety equipment (eye washes, safety showers, and fume hoods) to be prioritized.

Annual Air Handler Inspections – FMS inspects their air handlers annually as required and the documentation is kept in WebTMA work order management system. University Housing inspects their units on a semi-annual schedule and is documented both electronically and at the larger building units themselves.

Department Self-Audits (Inspections) – There are few, if any, departments on campus that are conducting self-audits. EHS conducts inspections of areas on a periodic (non-routine) basis. The last two summers have been focused on lab inspections.

The next steps related to the audit are:

- The Chancellor's Office provide effective oversight.
- All campuses must have asbestos signage in place and employees notified.
- RSS Software implemented.
- Chancellor's Office develop uniform reporting template.

- All campuses must have required training available to all employees
- Executive Order 1039 will be revised (Occupational Health and Safety Policy)
- Lab Safety Manual will be developed
- The Chancellor's Office is to conduct health and safety audits of all campuses
- Asbestos Signage – Mechanical rooms will be posted this summer as required.

Mr. Pratt noted:

- The asbestos signage has been put in place, in mechanical rooms, and employees have been notified.
- He has been working with the Chancellors Office and CSU Fullerton on the rewrite of EO 1039.

There being no further business, the meeting adjourned at 12:00 noon.