

MINUTES
LABORATORY AND CHEMICAL SAFETY COMMITTEE
Wednesday, January 15, 2014 (3005 Michael Hooker Research Center)

Members Present: Lorraine Alexander (conference call), Pat Boone, Catherine Brennan, Bruna Brylawski, Kimberlie Burns, Nita Eskew, Anthony Hackney, Karen Hogan, Mary Beth Koza, Michael Long, Courtney Roberts

Members Absent: Rihe Liu, Kathryn Reissner, Kirby Zeman

Meeting commenced at 3:05 pm.

Standard Operating Procedures

Brennan updated the committee on a new standard operating section (SOP) in the lab safety plan. SOPs are required for hazardous chemicals as part of the OSHA Lab Standard so EHS has added a section where labs can upload their laboratory specific SOP documents. EHS has also added an [SOP webpage](#) on the EHS website which outlines what SOPs are and gives several example SOPs that EHS has generated. EHS will continue to generate new SOPs for commonly used chemicals and post these on the website for use by researchers.

Formaldehyde Exposure Control Policy

The committee reviewed the policy and voted on minor changes that were made as part of annual review. Changes included adding area codes for emergency numbers, adding language regarding SOPs for formaldehyde use and changing any reference to Material Safety Data Sheet (MSDS) to Safety Data Sheet (SDS). The committee approved the changes and the policy will be updated in EHS manuals and on the EHS website.

Lab Safety Refresher/PI Annual Lab Safety Trainings

The committee renewed the discussion on a proposed lab safety refresher. Discussion focused on whether a refresher was necessary or if the PI annual lab safety training should be more robust concerning content and documentation. After much discussion it was decided that both the lab safety refresher and a more robust PI annual lab safety plan training were needed. The lab safety refresher will be required every three years and will cover general lab safety items. The annual lab safety review will include a new PI sign-off page added to the online lab safety plan system. This will include verification from the PI only that an annual safety meeting was held with research group where the laboratory specific safety issues and lab safety plan were discussed. EHS will draft up both new training elements and bring to the next meeting. During discussion of issues a suggestion was made to have a class or meeting for lab safety managers to share ideas and collect tools for instituting safety culture. EHS will look into setting up a meeting sometime in 2014 to gauge interest.

Injuries and Incidents, November-December 2013

The Committee reviewed the log of injuries and incidents from November through December, 2013.

INJURY TYPE	INJURY
Absorption, Ingestion or Inhalation	Employee was adding sodium hydroxide into a 7 ml test tube when it slipped and splashed into eye.
Absorption, Ingestion or Inhalation	Employee was cleaning sump tanks in aquaculture facility and a rash developed on arms.
Animal Bite	Employee was opening door to procedure room and a dog was behind door. Dog bit employee on foot.
Blood Exposure	Employee was emptying out Biohazard Waste bin for autoclaving and an unknown hard, sharp object in waste bag scratched lower leg.
Cut, Puncture Scrape	Employee was removing glassware from dishwasher to drying oven and piece shattered, cutting hand.
Cut, Puncture, Scrape	Employee was dissecting lung tissue and scalpel punctured through glove.
Struck or Injured By	Employee was hit in the forehead by lid of dry ice box while getting dry ice from box.

For incidents, there was 1 fire alarm, 5 odor complaints, 3 chemical spills and 1 mercury spill.

Other Committee Business

Koza passed out an article from the November 2013 edition of the *Journal of Chemical Education* entitled "Student Involvement in Improving the Culture of Safety in Academic Laboratories".

The committee welcomed new member Courtney Roberts who is a graduate student in the Chemistry Department. Another new member, Kate Reissner is an Assistant Professor in the Psychology Department and currently has a scheduling conflict but will be participating in meetings after the Spring semester.

Brennan mentioned that committee goals for 2014 will need to be discussed and will send out an email with 2013 goals status and proposed new goals for 2014.

Meeting adjourned at 4:00 pm.