

**UNIVERSITY SAFETY AND SECURITY COMMITTEE  
MINUTES  
March 2, 2007**

Members Present: Lorraine Alexander, Carolyn Elfland, Ray Hackney, Steve Kenny, Richard Mann, Christopher Payne, David Perry

Members Absent: Robert Adams, Lesley Marson, John Olsen, Derek Poarch, Mike Roller, Bruce Runberg, Leslie Strohm, Gene Scarborough, Tony Waldrop

Guests: Cindy Taylor (UNC Hospitals), Brent Webber

**1. Revised Laboratory Safety Manual**

Mr. Webber presented the revised Laboratory Safety Manual, which has been approved by the Laboratory and Chemical Safety Committee. The manual has undergone a comprehensive revision including more illustrations, expanded and additional sections, and more explicit guidance regarding laboratory safety plan requirements. Expanded sections include clean-up of mercury spills, rules for unattended operations, eyewash and safety shower, contact lens use, inappropriate use of gloves, respiratory protection, hydrofluoric acid use, explosive materials, online waste pick-up procedures, safety and protective equipment requirements in DLAM facilities, and zoonoses. New chapters include laboratory hoods, reproductive toxins, controlled substances, and nanomaterials. The revised manual will be published online and in addition paper copies will be provided to each laboratory in three-ringer binders. Regulatory agencies prefer that individual laboratories retain paper copies. In accordance with ISO 90001 the control copy will be the online version and the individual users will be notified via e-mail when changes have been made so they can update their hard copies by printing and replacing specific pages in their manuals. An online log will keep track of all the deletions and replacements. The Committee approved the revised manual.

**2. Tobacco Free Policy in the areas surrounding UNC Health Care and Certain Campus Facilities**

Dr. Hackney explained that the outdoor areas surrounding UNC Health Care, the School of Medicine, and the Campus Health Services, including visitor parking decks, will become smoke free on July 4. Ms. Taylor reported that UNC Hospitals is providing smoking cessation classes and writing prescriptions for nicotine patches. Robert Marriott is responsible for policy implementation in the School of Medicine, Christopher Payne is responsible for implementation in the Campus Health Service. The Committee asked what preparations are being made for other University employees who work in these areas. There are a significant number of University staff not employed by these two units who spend their entire work days in the areas that will be smoke free. The Committee agreed that all affected University employees should be given similar access to cessation classes and medical advice and prescriptions. David Perry agreed to take the lead in convening a group to address this issue. The Committee also noted that, although the UNC Health Care System proposed signage says, "Tobacco Free" the enabling legislation prohibits only smoking (not chewing tobacco or dipping snuff) and the University has to conform to the enabling legislation.

There being no further business, the meeting was adjourned.