

**UNIVERSITY SAFETY AND SECURITY COMMITTEE
MINUTES
September 4, 2009**

Members Present: Lorraine Alexander, Matt Brody for Brenda Malone, Carolyn Elfland, Mary Beth Koza, Bob Lowman for Tony Waldrop, Jeff McCracken, Richard Mann, John Olsen, Chris Payne, Mike Rolleri, Bruce Runberg,

Members Absent: Robert Adams, Steve Kenny, Leslie Marson, David Kaufman, Mary Sechriest

Guests: Mary Crabtree, Deb Howard, Kim Haley, Gary Shaver

1. Radiation Safety

Mary Beth Koza presented an update on the Radiation Safety program. Two major licenses have been renewed; a new license obtained for the Nutrition Research Institute in Kannapolis, and another license renewal is in process. The program also had an enhanced security inspection from the NC Radiation Protection Division, and hosted a two-day assessment by the Global Threat Reduction Initiative of the National Nuclear Security Administration.

2. H1N1

Mary Beth Koza presented an update on H1N1 preparedness. The goal is to keep the University open. An H1N1 pandemic team is managing the University's response, and the latest information is always available on the Alert Carolina website. We had 35 student cases last week, 200 this week. Students are being sent home to recover whenever possible. Others, such as foreign students, are being cared for in the residence halls. Our seasonal flu clinics will begin the week of September 22, and H1N1 vaccine is expected to be available in October. The H1N1 immunization is a two shot series and it takes some time to develop immunity after the 2nd shot, so the vaccine likely will not have an impact this semester.

UNC Health Care is considering adopting a policy requiring all employees, University or UNC Health Care, who enter healthcare facilities where patient care is provided, whether in a patient care area or in an administrative wing, to have a seasonal flu shot. The University's Safety and Security Committee was asked to approve this policy, so it would be binding upon University employees. Human Resources will work with affected departments to determine appropriate consequences for refusal to receive the shot without an approved reason. The Committee voted to support the UNC Health Care policy.

3. CDC Inspection

Deb Howard discussed the recent CDC inspection. CDC visited the campus for a three-year renewal for select agent registration. There were minimal findings, primarily changes requested in standard operating procedures. This was a very rigorous inspection, including interviewing lab employees to determine if they understood the policies and procedures in place. EHS staff was complemented by the Committee for the thoroughness of their preparation.

4. Bunsen Burner Policy

Deb Howard presented the new Bunsen Burner Policy. Currently many biological safety cabinets using recirculated air are supplied with natural gas, and Bunsen burners are used in the cabinets. If a gas leak occurs in a valve inside a recirculating biological safety cabinet, the gas can become concentrated and lead to an explosion. Since the leak occurs inside the cabinet, it cannot be detected by a user and the explosion can occur with no warning. The new Bunsen Burner Policy prohibits the use of Bunsen burners in recirculating biological safety cabinets. Substitutes are disposal loops that do not need to be flamed for reuse, and electric Bunsen burners. The Committee discussed the possible cost associated with removing the natural gas and the cost of converting to disposal supplies, and decided that the safety risk outweighed the cost. The new policy was approved.

5. Lockout Tagout Policy and Program

Gary Shaver presented the Lockout Tagout Program and the revised Policy. Lockout tagout failures often result in electrocution, and thus it is very important that they be precisely written and followed. The current policy was written in 1994 and is being revised to more clearly address responsibilities, resources, and recourse for employee concerns. The Committee approved the revised policy.

6. Machine Guarding

Mary Crabtree presented the revised Machine Guarding Policy. The policy is being revised to more clearly define the responsibilities of the supervisor and the employee, provide detailed illustrations, and define how to protect employees from hazards from machine operations. The Committee approved the revised policy.

7. Hand and Portable Power Tool Safety

Mary Crabtree presented the revised Hand and Portable Power Tool Safety Policy. The policy is being revised to increase worker safety awareness and improve compliance. It explains the responsibilities of the supervisor and employee, emphasizes the creation of job safety analyses, and communications key steps to follow with specific illustrations. The Committee approved the revised policy.

There being no further business, the meeting was adjourned.