CHMS Safety Committee Meeting Minutes
December 02, 2013

Attendees: Jeff de Ropp, Bill Doering, Bruce Gates and Spyros Tseregounis
Absent: Fred Hayes, Sangtae Kim and Pieter Stroeve

AGENDA:
1. Review Nov. meeting minutes
   a. EH&S Lab Inspections – trying to schedule more for December
   b. LHAT
      i. Sending updates – getting some response, but still slow
      ii. Update on undergrad teaching labs: no lab coats supplied for students. Working with Chemical Lab Safety Committee (CLSC) to determine whether Fire Retardant coats are necessary; Expensive and may be difficult to pass on to students.
      iii. Visitors coats – recurring question for EH&S, and they are considering a process to include
      iv. An idea to have department keep ‘extra’ lab coats that labs do not require – a way to build a repository to minimize undue expense.
   c. CHMS cylinder cage – uneven pad causes tanks to lean forward. Very informal quote of ~$1200 to repair, might take some time to get scheduled.
   d. Kemper receiving door 1” step: Dave MacKinnon working on permanent fix, but will take some time.
   e. Any further follow-up actions(s)?
2. Review any reported Injuries/Illnesses, Hazards or Near Misses
   - None to review
3. Safety items/issues
   a. Key authorizations – review process.
      - Yes, safety committee implemented this process. May need to revisit if evidence that process is no longer being used properly.
   b. ‘Safety Minute’ idea – faculty talks at U of MN begin with 1 minute safety reminder (per Yayoi).
      - Suggestion that this might be done before faculty meetings. In any implementation, key that it is truly a safety minute (short). Always concern that there may be disinterested parties. May be useful to have ‘canned’ topics in order to minimize the perceived amount of work. Goal is to keep safety at the forefront, not to create extra work for faculty/others.
      - Could bring in industry speakers for additional safety talks.
BG mentioned evidence that industry has taken an active stance on safety and it is positive for students to have a positive attitude and capabilities around safety (this may be addressed during job interviews).

c. CHMS inspections of lab spaces to supplement EH&S. Could take two forms: (1) More thorough checks on chemical compatibility, segregation, labeling; and/or (2) quick walk-throughs on a more frequent basis to help maintain continuous compliance.

➢ Agreement that inspections are good for the department, but can be a major time commitment (so, difficult to implement and maintain). No specific action prescribed during this meeting.

4. Other Items
5. Review new Action Items for next meeting

Additional Meeting Notes:

1. There was discussion about the roles and responsibilities of the safety committee. BD suggested that he can circulate a draft document that was distributed to a Dept. Safety Coordinators workgroup describing campus thoughts on Dept. safety committees.

➢ AI – BD to circulate document

2. BG brought up concern that we get proactive about working with Fire/Police to determine what will happen in the event of an emergency. The current focus is on training to prevent incidents. However, he recounted story of previous incident in which emergency personnel were unwilling to treat student who had mild ‘chemical exposure’ as well as general evidence that emergency personnel may not be willing to enter rooms with hazardous materials. Goal is to determine what information we need to provide such that responders are confident that they can enter spaces and (safely) treat personnel.

➢ AI – BD to contact Fire chief and ask for attendance at next meeting to describe protocol in the event of an incident

ACTION ITEMS:

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<th>#</th>
<th>Action Item</th>
<th>Responsible</th>
<th>Due</th>
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<tr>
<td>2</td>
<td>Contact Fire Chief and invite to next meeting</td>
<td>BD</td>
<td>Next meeting (Jan)</td>
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<td>3</td>
<td>Find a student lab safety coordinator that is willing to serve on the Dept. Safety Committee</td>
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<td>4</td>
<td>Start list of potential safety topics</td>
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<td>5</td>
<td>Revisit CHMS lab inspections to supplement EH&amp;S</td>
<td>BD</td>
<td>Next meeting (Jan)</td>
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