

**THE OHIO STATE UNIVERSITY
WOOSTER CAMPUS SAFETY COMMITTEE
OARDC, ATI, & Research Stations
Minutes of July 17, 2013 Meeting**

PRESENT: Ryan Brooks, Tamela Brown, Dave Drake, Jim Hacker, Roger Hamilton, Deana Hudgins, Tony Karcher, Mike Kauffman, Mike Klingman, Jenny Moyseenko, Mark Schleppi, Jeff Strouse, Chip Styer, Seth Walker, Lee Wilson

The meeting was called to order by Mike Kauffman, Chair.

POINTS OF DISCUSSION

1. Approval of the minutes from May 15, 2013. Motion to approve the minutes by Chip Styer, seconded by Jim Hacker.
2. Old Business
 - a. Hazardous waste pickup update - Seth. Columbus EHS has negotiated with a new company, Clean Harbors. Their staff is getting set up in Columbus and will visit OARDC. As far as is known, the collection process will be the same, and is now being transitioned to the new company. Jim said Entomology's last pickup went well. ATI's materials have still not been picked up – Seth will pick them up. It should be possible to do a one-time pickup for ATI as was done for MCRB. Seth is still pushing for permission to have an on-site person conduct OARDC pickups, with pickup by the contractor at a later date.
 - b. Hazardous Materials Shipping Training - feedback: Feedback was requested on the Haz Mat Shipping training conducted by SafeEX and attended by department representatives on June 7. Comments included: training site and scheduling were ok, materials provided were not consistent for all attendees, not much info was provided on how to respond when a package is received. The training did help identify what other shipping training might be needed. A free app, called Wiser, provides the DOT emergency response manual in online format. Seth asked if there would be interest in an on-site training focused on response, e.g. to spills, packages, etc. Mike said that FAHRP utilizes the Safety Pack website.
 - c. Fume Hood Maintenance Procedures: Modification of procedures used by Facilities Services is in process. Jim and Seth met with John Ott to draft basic guidelines, including: work orders should be processed through building coordinators; contact info is needed for lab personnel, especially cell phones; lab personnel are responsible for emptying hoods prior to maintenance work. John Ott will finalize the procedures and send to Departments after obtaining Dr. Benfield's approval. Seth is drafting a policy on prepping hoods for safe maintenance.
3. New Business
 - a. Safety, Police Fire Updates:
 - 1) Dave reported that the annual fire extinguisher inspections are in process. He asked to be notified if any are missed or have problems. Lee mentioned one in Selby Hall that is in an improperly sized hanger.

- 2) Tami mentioned that respirator fit testing is being done at Ashtabula and at the MCRB. She is putting together a coordinated schedule for fit tests to be done twice per year, and also on an as-needed basis. Unfortunately, people who schedule often cancel. Fit testing records are problematic because there is no coordination between MedPro & Columbus, forms are not consistently filled out, and are not trackable. Personnel who cancel will soon be held accountable if their testing and clearance for use is not kept current.
 - 3) Seth said there are no Police updates to report. He mentioned that the Global Harmonization System (GHS) will be implemented soon. A report was included in the recent Wooster Campus Safety Journal. This international standardized chemical labeling system will include substantial required changes labels that will start appearing soon. Training will occur soon, as it is a federal requirement by December.
 - b. Hand sanitizer use on campus: Discussion centered on comments from several departments. Jim said that Entomology would only be interested in general dispenser installation if the department was not responsible for the cost. Mike Kauffman and Mike Klingman both said their departments would only install dispensers on an as needed basis.
 - c. UV light exposure via biosafety cabinets: Kellie emailed that she did not have any further info, but would report at the next meeting.
 - d. Disposal of plant waste: Disposal of plants grown in soilless medium is problematic because it is not compostable. If there are questions about disposal, communicate them to Jim Hacker, who will bring them up with Ken Scaife.
 - e. Lab Certification Services/Biosafety Cabinet inspections: Annual biosafety cabinet inspections will be scheduled sometime in the next month (August). Seth will seek a new contractor next year in an attempt to reduce costs.
 - f. "Live N Learn": No on-campus examples were brought up. Seth mentioned the explosion at the West, TX fertilizer plant. In that case, many items that were actually "ok" per regulations operated together to contribute to the tragic incident.
4. Motion to adjourn the meeting was made by Mark Schleppi and seconded by Chip Styer.

The next meeting will be September 18, 2013 at 8:30 A.M., in the Fisher Auditorium Conference Room.

Respectfully submitted,
Jennifer Moyseenko, Secretary