



**Health Sciences Center
Safety Committee
Meeting Notes**

Thursday, September 26, 2013

1:30-2:30PM

Attended:

- | | |
|-------------------------|---------------------------------------|
| - Stephanie Graham-Sims | - Nina Clovis |
| - Kimberly Bryner | - Matthew Fike |
| - Philip Hurst | - Brad Fansler |
| | - Darwin Malley |
| | - Pat Callery |
| | - Michael Cain |
| | - Smitha Rayadurg |
| | - Angela Lemmon (Recording Secretary) |

New Business:

Stephanie Graham-Sims: (Safety Office)

- Meeting began at 1:30PM.
- Freight elevator is still not operating. Parts must be fabricated in order to repair the elevator. Use the #5 service elevator for animals or chemicals. Replacement and instillation of a new freight elevator is in being planned.
- WVU HSC is collaborating with WVUHospitals and local emergency planning officials in planning an Active Shooter Drill for second week of November. The active shooter drill will take place in the Health Sciences Center on the ground floor in the cafeteria. More details will be provided campus-wide.
- Updated Emergency Response plan and information regarding active shooter response can now be found on website.
- In response to a request from the School of Pharmacy, Stephanie developed an Emergency Response Guide for students that can be included on syllabi or on faculty webpages.
- ADA – if departments have employees or students that need disability support or assistance, please let the HSC Safety Office know as soon as possible, so an Individualized Emergency Response Plan can be developed.

- AFA is scheduled for substantial completion October 31, 2013. Once completed, the commissioning process will begin. Those admitted entry to the facility will need background checks and pre-approval.
- HSC Safety Office has been involved in many Medical Monitoring meetings to improve the program and support ALLAC accreditation.
- HSC Safety Office has been involved in supporting ALLAC accreditation efforts.
- HSC Safety Office provided emergency response information for the School of Medicine accreditation.
- NIH conducted a site visit on September 13, for the AFA.
- Indoor Air Quality – There was an issue on the 3rd floor Biomedical Research Facility. HSC Safety is investigating.
- Stephanie reminded everyone if researchers in their department are to contact the HSC Safety Office for lab close out as soon as they are aware of the departure and prior to the researcher leaving.

Smitha Rayadurg (Biosafety)

- Biosafety – On Monday she worked on two protocols.
- Custodians – coordinated training date for HSC personnel.
- Will be doing a biosafety orientation for dentistry classes

Frank Ali (OLAR)

- Elevators – all elevators need upgraded and operating. Information needs to be sent to everyone from upper administration letting them know what elevators to use for animal transport. Concerned there may be violations occurring. Necessary signs are not on the elevators.
- Need a plan for animal transport until elevators are fixed.
- Also concerns of animal transport to Eye Institute.
- AFA still under construction.

Kim Bryner (Safety)

- Introduced Philip Hurst, Program Assistant II (Mountaineer Temp.) who is now working in the HSC Safety Office to the Safety Committee members.
- Annual safety shower and eyewash testing will begin soon. There will be new dates on the tags. If inspections are needed more than one time a year due to accreditation, please call the Safety Office.
- There was an anonymous report about eating and drinking occurring in a pharmacy lab. Kim will check into situation and Pat Callery was aware of the issue.
- Kim noted that elevator issues were discussed at ACUC

Nina Clovis (Orthopedics)

- Orthopedics may be moving some labs to the 5th floor.

Matthew Fike (Research and Grad Studies)

- No new business

Michael Cain (Facilities)

- Chemical inventories being done for Facilities Management shops in HSC.

Pat Callery (Pharmacy)

- Thanked Stephanie for help with Students Emergency Response Plan information.

Darwin Malley (Cancer Center)

- No new business

Brad Fansler (SOD)

- Suncrest Town Center being finished. The SOD is not sure what they are going to be with the vacant space in the HSC. Room expansion being discussed.

Philip Hurst (Safety)

- Helping with chemical inventories and fire extinguishers.

Stephanie Graham-Sims (Safety Office)

- Next meeting scheduled for October 24, 2013. The meeting was adjourned at 2:15PM.

Next meeting scheduled for Thursday, October 24, 2013, at 1:30PM.

Old Business:

Stephanie Graham-Sims (Safety)

- The meeting began at 1:30PM
- Freight elevator is down. Use the #5 service elevator for animals or chemicals. A new freight elevator is in being planned with the upcoming infrastructure improvements.
- The WV Board of Risk Management (BRM) recently conducted its annual facility inspections.

- Morgantown Utility Board – Sent a Notice of Violation concerning release from the building in the spring. HSC was over the limit for Cyanide. This was in April. We are investigating the situation to find out who has cyanide based products and why there was a release.
- Animal Facility Annex facility scheduled for completion on November 1st, 2013 Stephanie and Kim have been very busy assisting in the development of written emergency response plans and SOP's for the facility.
- Stephanie accompanied the WV state Fire Marshall while inspecting the construction of the AFA.
- Stephanie has been doing Laboratory Safety Orientation training for HSC Campus PhD, graduate students, Dental and Dental Hygiene students.
- Ruby Memorial Hospital has requested the HSC to participate in an active shooter drill. They will perform a demonstration and tape it and use the demonstration as teaching for the WV Hospital Association. If final approval is received from HSC Administration it will be planned for some time in October.

Matthew Fike – Research and Grad Education

- Had to replace the set of doors in the corridor leading to the Erma Byrd Building twice because people are propping open the doors and leaving them open. The doors are supposed to remain shut and secure. Have to have a valid reason to be in the building. Stephanie said the access is restricted in the building because of various security related incidents.
 - Pat Callery from Dentistry said that when faculty try to get in areas where the doors are locked it looks bad when they have people visiting for faculty positions and they want to show them lab space. Stephanie said that he should be able to get access as long as there are legitimate reasons to be in the building. They can contact Matt Fike or Cathy Patterson.

Pat Callery – Pharmacy

- Pat asked about emergency response SOPs for people with disabilities in HSC Campus buildings. If an individual has specific evacuation needs, the HSC Safety Office works with them to develop an individualized emergency response plan. Information regarding this subject and the HSC Campus E.R. plan is currently being updated and will be placed on the HSC Safety Office webpage soon.

Darwin Malley (MBRCC) – No new business

Mike Cain (Facilities) – No new business

Kimberly Bryner (Safety) –

- Chemical Inventories – Still taking chemical inventories. Will soon the list of laboratories that have not submitted their inventories to Dr. Dillon in order for him to encourage their submittal.

- Stephanie mentioned that downtown campus was asked where hazardous waste storage areas were located. When that happened at HSC the DEP showed up not long afterwards. Stephanie said that the DEP could always stop at the HSC as well as the downtown campus.

Brad Fansler (Dentistry)

- Suncrest Town Center – not on schedule for department to move. Small things are coming up. The new date for move in is September 1st. All 4 clinics (ortho, endo, pero, and prosthodontics) are moving to the new facility. There are also concerns with parking at the STC. There will be 230 faculty members and residents. As well as support people.

Stephanie adjourned the meeting at 2:10PM. Next meeting scheduled for September 26, 2013, at 1:30PM.