



**Health Sciences Center
Safety Committee
Meeting Notes**

Thursday, August 28, 2014

1:30-2:30PM

Attended:

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|-------------------------|--------------------------------------|
| - Stephanie Graham-Sims | -Anna Crawford |
| - Mike Hughes | -Pat Callery |
| - Kim Bryner | -April Cukic |
| - Leisa Stiller | -Michael Cain |
| | -Lana Bunner |
| | -Beth O'Neil |
| | -Adrienne MacLeod |
| | -Travis Knuckles |
| | -Angela Lemmon (Recording Secretary) |

New Business:

Stephanie Graham-Sims (Safety)

- Meeting was called to order at 1:30PM.
- Introductions were made.
 - The HSC Safety Office partnered with the School of Dentistry and the School of Pharmacy in a pilot research project offering resource awareness and active shooter response training in conjunction with the University Police Department.
 - Pat Callery suggested that graduate students be asked to take the training as well.
 - Stephanie noted that they are hoping to expand the program campus-wide.
- Construction Update – John Jones and the labs in Biochemistry are completed. The John Jones rooms were renovated to meet the increasing needs for

interprofessional education. The back side of the IPE space by the Library has also been renovated. The Simulation Center is the next big project.

- Travis Knuckles asked when people will be moved due to the construction. Stephanie felt that it would happen soon.
- Traffic circle – It is completed for the time being.
- Smoking Policy – Please remind everyone that the campus is non-smoking.

Travis Knuckles (School of Public Health)

- Asked Kim Bryner if issue with controlled substances has been resolved. Kim stated that it has been resolved, but HSC is currently waiting for documentation that is being finalized now. Kim also reminded everyone to keep controlled substances in a locked place and mark expired if needed on the substances.
- Waste form- Travis asked Kim Bryner to send an email to all the CHO's regarding procedures for filling out the waste forms. He would like the CHO's to forward the email to anyone in their department that may need the information.

Kimberly Bryner (Safety)

- Expired drug disposal. Kim reminded everyone not to mix expired drugs with anything. Keep in original bottle. If it is mixed they have trouble identifying substance. Mark expired if needed.
- Mercury Policy – If departments need to use mercury containing devices, they should notify the Safety Department and they will do an assessment to make sure you have necessary clean up products. Otherwise all mercury containing devices should be disposed of properly via the online hazardous form. If there are questions, please contact Kim.
- P Chemicals – The HSC Safety Office has reviewed chemical inventories and assisting departments in evaluating their necessity. They have also provided education to departments regarding chemical storage. After the chemicals are disposed of Kim is asking for a new inventory list.

Pat Callery (Pharmacy)

- Pharmacy clean up. Should have been done on Tuesday, but not completed yet. Door has been left open and should be kept locked when no one is in the lab.

Adrienne MacLeod (Radiation Safety)

- Radiation Safety has into new office space. Currently, still busy with move.
- Inspections are coming up.
- Adrienne reminded everyone that if your department has x-ray devices they need to be registered with the state. Please call Radiation Safety for guidance and assistance. Everyone also needs to be kept up to date on disposing of x ray equipment.

Beth O'Neil (Pathology)

- At the beginning of August a College of America Pathology inspection was completed. There were no major issues.
- Morgue is rumored to be moved to the Preete Building, but that is just a rumor.

Lana Bunner (Hospital Safety-Ruby)

- There is a highly flammable chemical that the hospital has become aware of that is a hazardous chemical. It is used to remove glue from EEG leads. The hospital had a high hazardous waste pick up the chemical.
- Lana also stated that the hospital is using a new cleaner for cleaning and infection control. The chemical dries quicker and disinfects better than other chemicals.

Anna Crawford (HSC Library)

- IPE space. They were having issues on the first day of school with the door hardware at the IPE space. The hardware has been changed. May need to get an alarm on the door since they are being left open.

Mike Hughes (Safety)

- The HSC has fire extinguishers with Carbon Dioxide. He has to dispose of them. He may send out an invitation to people to see if they would like to practice using the fire extinguishers since they have to be disposed of anyway. This project is currently on hold. Will update the committee if it becomes available.

Stephanie Graham-Sims (Safety)

- The DEP was at WVU Engineering last week. They have been to the main campus, Ag Building, Engineering and the CAC. Their fiscal year ends in October so they could be here before October. Please remind everyone to remain vigilant and contact the Safety Office with issues or concerns.
- Meeting was concluded at 2:09 PM.
- The next Safety Committee Meeting is scheduled for Thursday, September 25, 2014.

Old Business:

Stephanie Graham-Sims (Safety)

- Meeting was called to order at 1:32PM.
- All student workers that receive a paycheck from WVU need to attend mandated training in person or take training online. There is Bloodborne Pathogens training May 23rd, 2014, at 11:00AM, in the War Room located in Maintenance

Engineering. Also, there is Lab Safety Orientation training on May 29th, 2014, at 9:00AM, in Room 3129. Links to mandated training can be found on the HSC Safety Office webpage.

- The Animal Facility Annex is substantially complete. Training and commissioning is currently taking place.
- Elevator cable replacement went well without significant complaints or issues.
- There were a couple nuisance indoor air quality issues and flooding issues are currently being addressed in the Health Sciences Center. HSC Safety is providing support.
- There are Volunteer/Visitor/Minor waivers now available on the HSC Safety website. <http://www.hsc.wvu.edu/safety/Volunteer-Visitor-Minor-Waivers>
- Stephanie introduced Claudia EsParza-Vidal, Graduate Assistant in the HSC Safety Office, to the Safety Committee.
- The Emergency Response Plan will be updated/finalized after the new administrator positions at the HSC are filled.
- The WVU HSC Campus Chemical Hygiene Plan is being updated and reviewed.
- The HSC Safety Office is providing support to the AFA planning group.

Mike Hughes (Safety)

- Will be attending National Fire Protection (NFPA) 101 Life Safety training in June. Will be responsible for Fire and Life Safety issues/inquiries on the HSC Campus.

Kim Bryner (Safety)

- The laboratory audits are continuing.

Claudia EsParza-Vidal (Safety)

- She is currently working on identifying and compiling a list of all the P Waste and highly toxic chemicals from the chemical inventories. The list will be utilized to provide specific chemical information and training as well as waste minimization initiatives.

Frank Ali (OLAR)

- If all goes well the new AFA occupancy is scheduled for June 22, 2014. The moving of animals should occur at the end of July or early August. If anyone would like a tour of the facility they may contact Frank.
- A CUC inspection of OLAR went very well. Only very minor violations

Rena Bouchal (Pathology)

- There are still problems with items disappearing or being moved in their offices. Spoke to Housekeeping and they suggested contacting the University Police Department (UPD).
 - During April's meeting it was stated that the fire alarm is hard to hear in the Pathology hallway. Stephanie spoke to Steve Prince and let him know that there is an issue with the fire alarm not being heard by everyone. This issue has since been addressed and corrected.

Pat Callery (Pharmacy)

- Asked Kim Bryner if an e mail has been sent out regarding Hazardous Waste on line training Hazardous. Kim stated that an e-mail has already been sent. Training is required every year. Attachments were sent with the emails that list all who took the training.
 - Stephanie stated that even if one person misses the training there could be a fine. CHOs should ensure all department is aware of issue. Express to the employee the urgency in taking this training.
 - Kim stated that the EHS website has been updated on their training section. The training section can be reviewed to determine who has taken the training and what date it was taken.

Stephanie Graham-Sims (Safety)

- Reminder: No chemicals are to go down the drain unless the contents are found on the pre-approved list provided by EH&S. The list of the approved chemicals are on the Safety website.

The meeting concluded at 1:50PM. There will be no meetings during the summer. An e-mail will be sent out when the next meeting is scheduled.