



**Health Sciences Center
Safety Committee
Meeting Notes**

Thursday, March 26, 2015

1:30-2:30PM

Attended:

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|-------------------------|--------------------------------------|
| - Stephanie Graham-Sims | -Adrienne MacLeod |
| - Mike Hughes | -Patrick Callery |
| - Kim Bryner | -Kevin Engels |
| - Alexandra Elliott | -Nina Clovis |
| | -Jabeen Noore |
| | -Dana Gray |
| | -Anna Crawford |
| | -Lana Bunner |
| | -Angela Lemmon (Recording Secretary) |

New Business:

Stephanie Graham-Sims:

- Called to order at 1:30PM
- DEA training went well. Seventy six people were in attendance. The plan is to eventually put the training on SOLE. We are currently waiting for the DEA to update and provide their PowerPoint.
- The main question at the DEA training was regarding buying controlled substances in bulk. The DEA does not recommend it. Doing so does not allow for adequate controls. The DEA requires accountability on those who hold licenses.
- Hazardous Waste Training – The DEP asked for documentation regarding training records on an inspection geared toward training compliance. We need 100% compliance. We will be sending reminders to those who did not take the training.
- The next in-person Hazardous Waste training session will be the end of May or beginning of June.
- The DEP was at HSC for the underground storage tank inspection.

- Laser Safety Training is now on SOLE.
- Lasers also need to be registered with the Safety Office.
- There were two ACUC related accidents. Please remind everyone that accident reports need to be completed for employees and students in 24 hours.
- High Hazardous Waste pick up went well.
- There have been some nuisance dust related issues some departments below the simulation center renovation project.
- There was a leak in the gross anatomy lab that was monitored and repaired.

Pat Callery (Dentistry)

- Wanted to thank Kim for getting hazardous waste material out of lab.
- Successful lab close outs
- Discussion regarding proper storage of chemicals.

Kevin Engels (Physiology and Pharmacology)

- Chemical inventories. He sent disposal forms to everyone.
- Asked if there were any flammable cabinets available.

Nina Clovis (Orthopedics)

- Inquired about the morgue. What will happen to the space once the morgue moves to the Preate Building? Stephanie stated that the gross anatomy lab preparation and storage area is supposed to move there.

Dana Gray (Pathology)

- Dust issues in offices 2307 and 2306. There is a round vent that debris falls. Stephanie told her to call 3-4394. And ask them to seal the vent. A particle count had done in the area and levels were acceptable. However there were several new dust control measures that FM had put in place to alleviate the issue.

Adrienne MacLeod (Radiation Safety)

- It is regulatory compliance month. Nuclear Regulatory Committee has been inspecting. They completed their inspection. Everything is in compliance.
- The department has a new staff member and a new graduate assistant.

Anna Crawford (Library)

- The exit sign is still not posted where it should be posted.

Kim Bryner (Safety)

- Joyce from EH&S will be having a CHO training regarding how to fill out the new OSHA training lists. EH&S wants all training sheets to be filled out exactly the same by all department.
- Next week the list of high hazardous chemicals will be send out.
- In the next few weeks EH&S main campus will be looking at all labs to inventory high-hazard chemicals.

- Kim will be sending out an e mail regarding chemical inventories which will be due by June 1, 2015.

Lana Bunner (Ruby)

- Cytogenetic lab testing will be taking place.
- Ruby is waiting for Joint Commission.
- There is clutter in the hallways when no one is checking them.
- The DEP visited UHC. May be coming to Ruby soon.
- The DEP will be looking at the underground storage tanks at Ruby soon.

Meeting concluded at 2:20PM. The next meeting will be held on April 23, 2015, on the first floor of HS Biomedical Facility.

Old Business:

Stephanie Graham-Sims:

- Meeting called to order at 1:30PM.
- Introductions.
- The WV Department of Environmental Protection (DEP) was on WVU campus last week. They were on the main campus and inspected Allen/Percival Hall for approximately 10-12 hours. The HSC Campus is due for inspection. The last inspection on the HSC campus was two years ago. University departments have been fined in the past for lack of training, containers not being closed, chemicals not being labeled, chemicals not being properly labeled (abbreviations), chemical segregation (storing chemicals compatibly), no dates on labels where applicable, etc.
 - Nona Clovis asked what labs were usually inspected first?
 - Stephanie stated that P waste labs are usually inspected first, on their last inspections at HSC. But they can go into any lab and may have a different focus the next time.
- WVU is in the process of purchasing OHM software: This software will assist the communication between departments, provide online training, accident reporting and improve collaboration regarding Medical Management, Occupational Medicine, OLAR and Environmental Health and Safety.
- SIMS Center construction renovation update – Almost done with the demolition portion of the project. Construction will start soon.
- The DEA will be on the HSC campus on March 12, 2015, at 3-4:00PM to conduct training in room 1905 in the HSC the Leaning Center. They will be here to discuss how to apply for license. Safety webpage will have links for DEA forms.
- Corridors and hallways – Please make sure there are no exits blocked or hallways cluttered for safety fire and life safety compliance.
- Reminder: Slips, trips and falls are the #1 injury on campus at the HSC. Encourage people to be careful this time of year. If you see icy sidewalks or a spill in the building contact FM at 304-293-4394 and report it.

- Report accidents in 24 hours flyer was passed out. Stephanie discussed Brick Street, WVU workers compensation provider and their requirement that accident reports be completed in first 24 hours of the injury or illness.
- Discussed hazardous waste training on SOLE. Compliance has increased.
 - Kim stated that she needs an updated training spreadsheet for each department every month.

Kevin Engels:

- Had a question regarding chemical segregation and transporting chemicals from lab to chemical cabinet. He has need for additional flammable and corrosive cabinets.
 - Stephanie stated that if she hears of any cabinets that a department may not need she will let Kevin know. Also Stephanie can talk to the department chair about possibly ordering a new cabinet for the department.

Anna Crawford:

- The ADA entrance to the HSC library is now complete.
- In the SOM there are alarms installed that alert police to an emergency. Stephanie mentioned that was an initiative coordinated by University Police and HSC Administration. It would be best to contact them regarding the possibility of an alarm to be placed in the Library.

Valery Moore:

- There is a concern in the department. The fourth floor Gross Lab ceiling is leaking. They have called Facilities, but the leaking continues.
- Stephanie followed-up with FM and they indicated it is a roofing issue and they have a contractor in to repair the issue.

Frank Ali:

- OLAR may be moving into the AFA the second week of March.
- OLAR is now running the FARF. He asked if this location falls under the jurisdiction of EH&S or HSC Safety.
 - Stephanie stated typically HSC Safety manages facilities on the HSC campus. EH&S does on the others.

Kim Bryner:

- The RCRA training lists from each department is due on February 27, 2015.
- If someone leaves the department please take them off the list.
- Also, asking labs to check for potentially explosive chemicals in stock. There is a list on the Safety website and it list the shelf life of certain chemicals.
- On June 1, 2015, chemical inventories are due.
- There is now Laser Safety Training on SOLE. All lasers should be registered on the HSC Safety Office website.

Mike Hughes:

- Chemical inventories are very important. Many labs are lacking knowledge regarding chemicals they may have in their labs.

Nina Clovis:

- The department has moved into new space. They are going through their old chemical inventories. Trying to dispose of what is not needed. Nina will no longer be the Chemical Hygiene Officer for Orthopedics. Jabeen Noore will be performing CHO duties.
- The HSC Safety Office would like to thank Nina for many years of dedicated service as a CHO and all of her support for health and safety on the HSC Campus.

The meeting concluded at 2:15PM. The next meeting will be on March 26, 2015 at 1:30PM.