



West Virginia University

**Health Sciences Center
Safety Committee
Meeting Notes**

Thursday, February 26, 2015

1:30-2:30PM

Attended:

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|-------------------------|--------------------------------------|
| - Stephanie Graham-Sims | -Jabeen Noore |
| - Mike Hughes | -Nina Clovis |
| - Kim Bryner | -Valerie Moore |
| - Alexandra Elliott | -Anna Crawford |
| | -Kevin Engels |
| | -Frank Ali |
| | -Angela Lemmon (Recording Secretary) |

New 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.

Old Business:

Stephanie Graham-Sims:

- Meeting called to order at 1:30PM.
- On February 18, 2015, the FBI will be at the Health Sciences Center to conduct a site visit of the AFA and meet with campus emergency response leaders. Stephanie is coordinating the visit.
 - Frank stated that they should be moving on March 1st, 2015. The decon on the HCA labs are to take place in February.
 - *Meeting was postponed due to a one of the agent's paternity leave and will be rescheduled upon his return.*
- Claudia, from the HSC Safety Office, has been working on a Chemical Fact Sheet for highly toxic chemicals found on the HSC Campus. She will be distributing

them to each lab utilizing the chemical. This will eventually be on our web site as well.

- Safety Office has been gathering training records for the DEP/EPA required Hazardous Waste Training. Department Chairs and Deans were provide the lists.
- DEP/EPA required Hazardous Waste Training was converted and is now up and running on SOLE.
- Stephanie is partnering with the DEA and coordinating a controlled substances training session. There will be a resource page on the Safety web site she is developing as well. The DEA will provide training on Controlled Substances Thursday, March 12, 2015 at 3:00-4:30 Room: 1905 WVU HSC (Learning Center).

Barbara Foster:

- Introduction. She is a CHO in Chemistry. She also serves as the College of Arts and Sciences safety officer. She distributed GHS Pictograms cards to the committee. Barbara stated that if anyone needs her assistance to contact her.

Alexandra Elliott:

- Introductions. Alexandra is the Biosafety Officer at EH&S. Her office is in the Safety Office/Health Sciences Center.

Kim Bryner:

- EPA/OSHA training will take place on January 27, 2015. Kim sent an e- mail to the departmental CHO's to let them know that they will be responsible for adding/deleting names from their training lists.
- Chemical inventories are due on April 15, 2015.

Frank Ali:

- The morgue will be moving to the Prete Building in approximately two years. Also, he asked if the garage area by the loading dock could be kept as it is currently.
- He also stated there have been two worker comp issues in OLAR. Two falls.

Brad Fansler:

- Working through transition period with Dean and Interim Dean in the School of Dentistry

Stephanie Graham-Sims

- Meeting was concluded at 2:00PM. The next Safety Committee Meeting will be held on February 26, 2015.