

MEETING MINUTES

SAFETY COMMITTEE MEETING
Monday, June 26, 2017
1-2pm in FSC 2101

Attendees: Janette Bulkan, Patrick Culbert, Rolando Descalzo, Lawrence Gunther, Reilly Ische, Jerry Maedel, and Scott Renneckar

Regrets: Diana Hastings, Rob Kozak, and Teela Narsih

Co-chair: Greg Smith

Note taker: Nicole Lee

1. Call meeting to order *Greg*

2. Approval of agenda and minutes *All*

- June Agenda – correction to 3e, Rolando to Greg for HAZMAT room inspection
- May Minutes – correction to 3e, Rolando to Greg for HAZMAT room inspection

3. Review of action items *All*

a) Committee to define high-risk rooms from the Annual inspection list *All*
- Department administrators to forward list of rooms with failed locks

b) Obtain list of FSC failed locks from department administrators *Greg*

ACTION ITEM: Jerry and Rolando to follow up with departments for list of rooms with failed locks reported to Building Ops as Service Requests

c) Review of the Naloxone kit policy and accessibility *Greg*
- Kits are available to students at Student Health Services
- no further action required

d) Contact PIs on the implementation of the Quartz software inventory *Greg*
- *in progress*

e) Annual inspection reports

All

- all reports to be completed and submitted to Nicole (Dean's Office) by end of June

Area	Inspectors	Status of Inspection	Outstanding Corrective Actions
Cage room, growth room, parking garage	Greg Smith	Completed	Debris left behind; empty gas cans in garage
Basement labs, 1 st floor sample rooms	Rolando Descalzo	In progress	
2 nd floor FRM labs	Janette Bulkan and Jerry Maedel	In progress; proposed completion July 18 th	
2 nd floor shared offices	Rob Kozak	In progress	
3 rd floor FCS labs	Rolando Descalzo	In progress	
3 rd floor shared offices	Patrick Culbert	In progress	
4 th floor WS labs	Diana Hasting and Lawrence Gunther	Completed	
Wood Science Basement Labs	Lawrence Gunther	Completed	
4 th floor shared offices	Scott Renneckar	In progress	
CAWP labs and offices, and High Head labs	Lawrence Gunther	Completed	
HAZMAT room	Greg Smith and Scott Renneckar	In progress	

f) Contact Liquid Air to remove cylinder from HAZMAT room

Rolando

- cylinder not claimed by departments

ACTION ITEM: Rolando will contact Liquid Air to remove cylinder

g) Modify and secure holders for the smaller cylinders (Saddler group) in HAZMAT room

Lawrence

- in progress

ACTION ITEM: Lawrence to modify and secure holders for cylinders in HAZMAT room

4. Incident/Accident Reports

All

- none reported

5. New business

a) Joint Occupational Health and Safety Committees

Greg

- Greg will meet with Robert Kwei, Jill Yu, and Paul Nakagawa on July 11 to discuss new guidelines

ACTION ITEM: Greg to update Committee on new guidelines

6. Next meeting

Greg

- Tuesday July 25, 1-2pm

7. Adjournment

Greg

- 1:25pm