

Health, Safety, & Chemical Committee

9/30/14

4:00 PM

Building 9 Conference Room

Chair: Not Yet Elected

Vice-chair: Not Yet Elected

Secretary: Not Yet Elected

Members Attending: Billy Askew, Amanda Carlisle, Teresa Crozier, Leonard Hudson, Melvin Lodge, Steve Taylor
Resource: Wesley Adams, Eddie Allen

Members Absent: Jack Spencer
Resource: Ron Skinner

Minutes from Meeting 09/30/14

I. Call to Order

Presenter:

The meeting was called to order by Teresa Crozier who was assigned to be the facilitator of the meeting.

II. Minutes of Previous Meeting

Presenter:

N/A...Initial meeting

III. Review of Committee Purpose:

Presenter: Teresa Crozier

- Teresa Crozier reviewed the Organizational Guidelines, Membership, Member Removal Process, Periodic Reporting Duties, Compliance Report Writing Team, and the Health, Safety, and Chemical Hygiene Committee Purposes.
- Election of officers was noted to be done today.

IV. Election of Officers

Presenter: Teresa Crozier

- The following committee members were elected officers:
Chair: Billy Askew
Vice-Chair: Amanda Carlisle
Secretary: Teresa Crozier

V. New Business

- Discussion among committee members about the following:
 - Chemical inventory
 - MSDS master file and copies at point of use...questions about how to set up an electronic copy of all the chemicals and how to keep it updated
 - How control purchase of new chemicals and ensure their safe use
 - How to manage training of current as well as new faculty and staff on all aspects of safety...this was determined to be the most important immediate goal

- Plan for next meeting
 - SACS compliance
 - MSDS lists
 - Hazcom, bloodborne pathogen training
 - NFPA/GHS labels for chemical areas

VI. Old Business

- N/A...initial meeting

Other Information

Next Meeting: Tuesday, October 14, 2014 at 4:00 PM in Conference Room, Building 9