

# Health, Safety, & Chemical Committee

10/14/14

4:00 PM

Building 9 Conference Room

**Chair:** Billy Askew

**Vice-chair:** Amanda Carlisle

**Secretary:** Teresa Crozier

**Members Attending:** Billy Askew, Melvin Lodge, Steve Taylor

**Resource:** Wesley Adams, Eddie Allen

**Members Absent:** Amanda Carlisle, Teresa Crozier, Jack Spencer

**Resource:** Ron Skinner

## *Minutes from Meeting 10/14/14*

### **I. Call to Order**

**Presenter:** Billy Askew

The meeting was called to order by Billy Askew at 4:00 PM.

### **II. Minutes of Previous Meeting**

**Presenter:** Billy Askew

Minutes of 9/30/14 meeting were reviewed by members present. Steve Taylor moved minutes be approved as read. Fashikie Smith seconded and the motion carried.

### **III. Old Business**

**Presenter:** Noted

- Wesley Adams presented information from EHSI at Blue Ridge CC about monthly Hazcom and Bloodborne Pathogen Webex training the first Tuesday of each month. They also have different Webex training on the 3<sup>rd</sup> Tuesday with various topics. They can also schedule any training needed when convenient for the College. Steve Taylor stated that the Hazcom and Bloodborne training needed to be site-specific and that we also needed a risk assessment to determine which job duties needed specific training or just the general annual training. After discussion, the following tasks were assigned:
  - Wesley Adams will contact EHSI to set up site specific training
  - Eddie Allen will address the risk assessment of the most affected areas...Nursing, Medical Lab Technology, Cosmetology, and Maintenance
- The current MSDS master list is located in the lobby and site specific MSDS lists are located in each area. The site MSDS lists are relatively up-to-date, but the master list is not. We need to address getting the master list updated and then stored electronically. We also need to implement a plan to address evaluating and ensuring we have a MSDS for new chemicals. After discussion, the following items were assigned:
  - Master List – Wesley Adams will consult with Jay Sullivan on best method to digitize and store the MSDS forms to facilitate ease of access from anyone on campus.
  - New Chemicals – the Committee Chair will request that Senior Staff designate a person in each department, the Dean, VP or other designee, to enforce proper evaluation and securing of an MSDS as needed for any chemical purchases. The Committee will provide guidance on when an MSDS is required and how to perform an initial review of the chemical's hazardous nature.
- NFPA/GHS Warning Labels – Senior Staff directed the Committee to have NFPA chemical warning labels displayed in all chemical storage and usage areas. The Committee recommends that we also display the new GHS signs since they will become the standard beginning next year.

## **V. New Business**

- Fashikie Smith asked that the Committee address the safety issue for vehicles pulling out onto US 264 from of the east campus entrance and having limited visibility of vehicles traveling westbound on that highway. She wondered if we could petition DOT to install warning signs or implement a reduced speed zone. After discussion, Wesley Adams will discuss with Mark Nelson if we should petition DOT about this.

**Meeting Adjourned at 4:55 PM**

## ***Other Information***

**Next Meeting:** Date and time to be determined after progress made on assigned items and reported to Committee Chair.