

# Chemical Hygiene Committee

12/16/13

2:00 PM

Building 1 Conference Room

**Chair:** Not Yet Elected

**Vice-chair:** Not Yet Elected

**Facilitator:** Wesley Adams

**Members Attending:** Tracey Johnson, Theresa Crozier, Erica Schatz, Mike Pensock, Jack Spencer, Melvin Lodge, Ted Clayton, David Crosby  
Resource: Wesley Adams

**Members Absent:** Resource: Ron Skinner

**12/16/2013**

## I. Call to Order

**Presenter:**

The meeting was called to order by Wesley Adams

## II. Minutes of Previous Meeting

**Presenter:**

N/A...Initial meeting

## III. Review of Committee purpose:

**Presenter:** Wesley Adams

- Wesley Adams reviewed the purposes for forming this new committee. Included reviewing and updating the currently approved program adopted by the Health & Safety Committee and Senior Staff.
- Training and workplace inspections were emphasized in addition to modifying the program.
- Updates, future training recommendations, SACS compliance were noted as future items.
- Electing officers was noted to be done today.

## IV. Develop Plan to Update Procedures

**Presenter:** Wesley Adams

- The Committee discussed several issues related to the program document and how it applies to our campus.
- It was decided that each member would review the existing program document in detail and then see how it applies to their particular area. The members would then bring back issues and recommendations on specific items that are either not applicable or need to be changed to fit our circumstances.

## V. Election of Officers

- The Committee decided not to elect officers at this meeting. They felt that there should be additional members added to the committee before electing officers.
- Erica Schatz volunteered to send an email to Dr. Tansey to explain the committee's position. If additional members were appointed, they would attend the next meeting.

## VI. Old Business

- N/A...initial meeting

## ***Other Information***

**Next Meeting:** Friday, January 24, 2014 at 8:30 AM in Conference Room, Building 1