

March 14, 2014

08:15 am

Bldg 1 Conference Room

Chemical Hygiene Committee

Chair: Teresa Crozier

Vice-chair: Tracey Johnson

Secretary: Erica Schatz

Members Attending: Teresa Crozier, Tracey Johnson, Erica Schatz, Jack Spencer, Thomas Rogers, Mike Pensock, Wesley Adams (resource)

Members Absent: Melvin Lodge, Ted Clayton, Ron Skinner (resource)

Minutes from March 14, 2014

Agenda Item

I. Meeting Minutes

Presenter: Erica Schatz

- The minutes from the Feb. 7, 2014 meeting were approved.

II. Old Business

Presenter: Teresa Crozier

- Safety Committee Checklist
 - Tracy reported that the Health, Safety, and Cleary Act committee will look at creating a checklist for temporary employees, student workers, and others so they may be oriented to the campus. This will include chemical hygiene in addition to other information.
- Electronic copy of chemical hygiene plan
 - Wesley sent an electronic copy to Teresa, Tracy and Erica. It was decided to not provide the entire committee with an electronic copy at this time to prevent multiple versions around campus.

III. Chemical Waste Pickup

Presenter: Teresa Crozier

- PSC Environmental Services picked up the first compilation of chemical waste on 2/20/14.
- A second pickup will be scheduled.
 - All areas need to create a list of chemicals that need pickup/disposal by April 14, 2014.
 - We will aim for a pickup date the week of May 5-9.

IV. Chemical Lists and SDS compilation

Presenter: Teresa Crozier

- Each division is responsible for creating a chemical inventory and compiling SDS sheets.
 - A & P – A list with quantities is complete; SDS compiled in electronic form
 - Chemistry – An electronic list is complete; SDS in notebooks (currently residing with Erica)
 - Astronomy – no chemicals
 - Biology – Teresa is still updating chemical list and SDS sheets
 - MLT – Erica/Fashikie are still updating chemical list and SDS sheets
 - COS – SDS sheets compiled; need to update their list with quantities
 - Con ED – small engine course – students bring their own; must be in original container and must be taken home each night.
 - Gym – Erica is checking with Ron to see what is being used in the gym as cleaner.

- Business/IT – Waiting to hear from Ted.

V. Review of Chemical Hygiene Program Draft

Presenter: Erica Schatz

- The committee continued to move through the Chemical Hygiene Program draft to make changes.
- Changes being made in document page by page. We will need to update the electronic copy.
- We stopped revisions on page 9, 2c.

Other Information

Next Meetings:

Friday April 11 and Friday May 2nd at 0815 in Bldg 1 Conference Room