

Chemical Hygiene		April 11, 2014	
		08:15	
		Bldg 1 Conference Rm	
Chair:	Teresa Crozier		
Vice-chair:	Tracey Johnson	Secretary:	Erica Schatz
Members Attending:	Teresa Crozier, Tracey Johnson, Erica Schatz, Jack Spencer, Thomas Rogers, Melvin Lodge, Ron Skinner (resource)		
Members Absent:	Ted Clayton, Mike Pensock, Wesley Adams (resource)		
<i>Minutes from Meeting April 11, 2014</i>			
Agenda Item			
I.	Meeting Minutes	Presenter:	Erica Schatz
<ul style="list-style-type: none"> ➤ The minutes from the March 14, 2014 meeting were approved. 			
II.	Chemical Waste Pickup	Presenter:	Teresa Crozier
<ul style="list-style-type: none"> ➤ The second pickup is not yet scheduled. <ul style="list-style-type: none"> • Teresa has chemicals ready to go. • Mercury found on several areas of campus to go. 			
III.	Chemical lists and SDS compilation	Presenter:	Teresa Crozier
<ul style="list-style-type: none"> ➤ Each division is responsible for creating a chemical inventory and compiling SDS sheets. <ul style="list-style-type: none"> • 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 has compiled a chemical list and SDS sheets and is currently working on a detailed inventory list. • MLT – Erica/Fashikie are still updating chemical list and SDS sheets • COS – SDS sheets compiled; need to update their list with quantities • Con ED – no new feedback. • Gym – Cleaners used in the gym are supplied by housekeeping. • Business/IT – Waiting to hear from Ted. • Campus Police – Chris Harrison is compiling a list • ECHS – Theresa/Erica have a list of chemicals/ paper SDS sheets are available 			

	<ul style="list-style-type: none"> Nursing and NA – have updated lists of chemicals/ SDS with Erica <p>➤ Erica suggested sending a campus wide email to let everyone know we are compiling a list of chemicals/SDS sheets to ensure we haven't missed anyone. Teresa will send the email.</p>		
IV.	Chemical Classification Signs	Presenter:	Teresa Crozier
	<p>➤ It was decided that the NFPA diamond will be utilized on campus. Erica will make a poster with the diamond and the meanings of the numbers in each square. Tracey will then create 11x17 posters to put up in any area where chemicals may be used to aid in interpretation. The areas in which posters will be placed include labs and classrooms, custodial closets and carts, the grounds shed, the warehouse, and receiving</p>		
V.	Committee reorganization	Presenter:	Teresa Crozier
	<p>➤ There has been discussion that the Health, Safety, and Cleary Act Committee will be split due to the time needs of the committee to work specifically on the Cleary Act.</p> <ul style="list-style-type: none"> Teresa met with Chris Harrison. Both agreed that, for now, the Health and Safety committee and the Chemical Hygiene committee should stay separate. 		
VI.	Presentation to SACS Committee	Presenter:	Teresa Crozier
	<p>➤ Teresa and Tracey will be responsible for reporting to the SACS committee at the end of April. The following will be included in their discussion:</p> <ul style="list-style-type: none"> Addition of the chemist and ECHS to committee SDS Management needs – In-house online vs electronic (Dolphin) – Tracey will contact Blue Ridge to determine how they manage their SDS sheets We need the official charter and purposes; currently only have purposes as stated in the original email from Jennie 		
VII.	Review of Chemical Hygiene Program Draft	Presenter:	Teresa Crozier
	<p>➤ The committee continued to move through the Chemical Hygiene Program draft to make changes.</p> <p>➤ Changes being made in document page by page. We will need to update the electronic copy.</p> <p>➤ We stopped revisions on page 9, G 6.b.</p>		
Next Meeting:	Friday May 2nd at 0815 in Bldg 1 Conference Room		