**CSUSB SCIENCE SAFETY COMMITTEE MEETING**

**MEETING MINUTES**

**September 26, 2018**

**Attendees:**

Tom Benson, *Instruction Support Technician, Biology*

Dr. Kimberly Cousins, *Chair, Chemistry and Biochemistry*

Ken Makino, *Stockroom Manager, Chemistry and Biochemistry*

James Pelley, *Equipment Technician, College of Natural Sciences-Dean’s Office*

Teo Cristano, *Instructional Support Technician, Chemistry and Biochemistry*

Yeon Kim, *Assistant Professor, Nursing*

Teresa Fricke, *Director, Environmental Health and Safety*

Benjamin Virzi, *Specialist, Environmental Health and Safety*

Kathy Pierson, *Specialist, Environmental Health and Safety*

Rominna Valentine Ico, *Specialist, Environmental Health and Safety*

**Time Started: 1:04PM**

**Time Ended: 2:16PM**

**Minutes recorded by: Rominna Valentine Ico**

1. **Prior Meeting Minutes**
	* Approved with no changes.
2. **Chancellor Office State Audit /CSU Laboratory Safety Audit**
	* OSHA has inspected 16 of 23 CSU campus. EH&S is currently awaiting the arrival of OSHA for a campus inspection to take place.
		+ If OSHA arrives to the any of the Natural Sciences Department, EH&S has asked that the departments notify EH&S immediately and have the OSHA inspector await EH&S in order to narrow the scope of their investigation.
		+ Keys topics for OSHA are on-going laboratory safety/awareness training as well as compliance in these areas. In addition, added concern for campuses co-mingling of compatibles in chemical fume hoods.
	* Lab Safety Software Update:
		+ Live training for safety software is dependent on launch date for MyCoyote portal, currently awaiting for Information Technologies approval and compatibility with current software in place.
			- Currently there are some training webinars available for basic training module on how-to use the program.
3. **GHS/Laboratory Safety Training**
	* Skillsoft software used for majority of the training is moving to a new online platform. Any previous certifications/training done will be transferred into the new system.
	* Completion for both GHS/Laboratory Training is determining factor of compliance for OSHA inspection.
4. **Laboratory Safety**
	* EH&S continues to encourage instructors/researchers to manage chemical storage and usage in a laboratory in accordance to proper PPE and to supervise laboratories when in use and ensure security of chemicals when not in use.
	* EH&S would like to implement laboratory safety videos in all introductory/lower division chemistry courses to give students more awareness when working with potentially hazardous chemicals.
	* It has come to the attention of EH&S that some laboratory classes are on-going without the presence of the instructor there, it is recommended that instructors be present throughout the laboratory class not only for emergencies that may arise but also for supervision of students performing the experiment and using chemicals.
5. **Chemical Labelling**
	* All chemicals (hazardous and non-hazardous) must be labelled in accordance to Globally Harmonized System (GHS) for compliance under OSHA standards.
	* EH&S would like a chemical inventory all areas containing chemicals as per hazard communications standards, in case of an emergency event. Local authority and emergency responders would like to know what chemicals are present in an area before responding especially those areas where research is being done. Rather than having EH&S come and inventory the place, each responsible supervisor/instructor should have an inventory of the area and update it when they remove or add chemicals to their area.
6. **Fume Hood Certifications**
	* During the July Planned Power Outage, 90% of all the chemical hoods present on the CSUSB campus have been serviced. Those remaining will be scheduled for certification during the end of Fall/beginning of Winter Quarter.
7. **Laboratory Waste Management**
	* Buying in Bulk Chemicals
		+ Chemical items bought in large quantity pose a potential threat to the university and people they come in contact with. There are several factors that come into play when a large quantity of chemicals are bought; one is the changes made to the Hazard Communications Plan and the other is reporting of the bulk items to the county for regulation purposes.
			- Even if there is a better price on large amount of chemicals, the storage and the changes needed to be made on the Plan should be considered prior to purchasing.
			- EH&S is looking into working with Procurement Department to approval of large quantity purchases as well as extremely hazardous/carcinogenic chemicals that need to be reported and properly managed.
	* Microscaling Laboratory Chemicals
		+ Please continue to encourage your instructional laboratories to microscale experiments wherever possible. This not only cuts back on chemical acquisition costs but also on waste disposal fees.
		+ If you have questions or concerns about waste management please contact EH&S for assistance in reducing chemical waste.
	* Clean Harbors is scheduled for routine chemical waste pick-up on Thursday/Friday. Upon removal of waste Benjamin would like to request that the waste processing bunker be reorganized for easier access by moving shelves to a higher level to accommodate 5 liter containers.
8. **New Items**
	* NO ACCIDENTS OR NEAR-MISS INCIDENTS
	* Biological Sciences Third Floor Remodel
		+ Building was built in 2007, testing done for both lead-based paint and asbestos were all non-detect.
		+ Floor plans for the new research and instructions laboratories to be reviewed by EH&S prior to any installation.
		+ Biological Sciences still scheduled for a remodel in Fall 2020.
	* EH&S is in the process of updating the Chemical Hygiene Plan, once updated it will be updated on the department website for viewing.
	* EH&S would like to provided Biology Department more supplemental instruction for their Biology laboratories, this will most likely occur once the laboratory safety platform has launched.