

CSUSB ART SAFETY COMMITTEE MEETING MINUTES

September 13, 2019

Attendees:

Nate Dubbs, *Instructional Support Technician, Art Department*
Teresa Fricke, *Director, Environmental Health and Safety*
Kathy Pierson, *Specialist, Environmental Health and Safety*
Benjamin Virzi, *Specialist, Environmental Health and Safety*
Rominna Valentine Ico, *Specialist, Environmental Health and Safety*
Beiwei Tu, *Executive Director, Risk Management*

Time Started: 10:07AM

Time Ended: 11:13AM

Minutes recorded by: Rominna Valentine Ico

- **Prior Meeting Minutes**
 - Approved with no changes.
- **New Items/EH&S Items**
 1. **CSU Safety Audit Findings**
 - a. **Procurement card policy enforcement**
 - Due to Chancellor's Office audit findings, Procurement Department will no longer allow chemicals to be purchased using a Procard, therefore departments must plan accordingly.
 - Procurement suggest using Purchase Orders for chemicals being bought and to plan and inventory ahead of time.
 - EH&S in the process of helping Procurement determine what substances are hazardous.
 - b. **Campus safety committee attendance**
 - Audit findings would also like to see corresponding shareholders, attend/send delegates to campus safety committees.
 - Committee members present suggest having a "Doodle Pool" for upcoming meeting times in order to increase attendance.
 - In addition, committees must be advocates for safety and help resolve any compliance issues presented.
 - c. **Student safety training**
 - Although training for specialized jobs are being done, the auditors would like to see written documentation for safety trainings for employees and students using/doing specialized jobs.
 2. **EH&S Programs/Plans updates due to audit findings**
 - a. **Chemical Hygiene Plan (CHP)**
 - CHP was updated, finalized, and sent to corresponding committee members, deans, and chairs, so that they may distribute the program to appropriate users.
 - b. **Laser Safety Program (LSP)**
 - LSP was created, finalized, and sent to corresponding users of lasers.

c. X-Ray Producing Equipment Safety Manual (X-Ray PESM)

- X-Ray PESM created, finalized, and sent to corresponding users of X-Ray.
 - X-Ray PESM was adopted into the Radiation Safety Committee (RSC) and was incorporated into the Radiation Safety Manual (RSM) as an appendix.

d. Art Safety Plan (ASP)

- Pending revision
 - EH&S is working with dean to set up a working group to ensure all aspects of the Arts are covered.
 - Include instructions for specific classrooms on the voluntary use of respirators.
 - Include instructions for specific tasks in the Arts department geared towards safety.
 - Nate suggests having custom video safety for specific equipment used on campus
 - Can be a project for film student and can market to other campus for use and has the potential to be funded for a grant with the trademark of student success.

3. Job Safety Analysis Training

- Kathy currently working on determining hazard assessments for required PPE.
 - Working with ASC within the Arts department to identify employees and their job classification.

4. Workshop Waste Management

a. Proper use of print rags

- Kathy looking to implement Aramark service to print shop area in an effort to reduce waste.
 - Students currently using own rags from home and/or disposable paper towels.
 - Disposal of paper towels is not clearly described to students, paper towels with solvents can have the potential to be a self-accelerant and cause fire if not placed in a fire-proof/smothering container.
 - New rag service can provide new rags for use and pick-up service for those soiled.
 - Currently being beta tested before implementing, Aramark has agreed to take soiled rags and to determine if it can be laundered for reuse.

b. Chemical cleanout

- Benjamin to set up one-time chemical cleanup by the end of the year.
 - Labelled chemicals purchased with state funds will be received for proper disposal.
 - The idea is to update and maintain chemical inventories for a specific area and is considered a living document that should be constantly updated when chemicals are disposed or purchased.
 - Update SDSs for chemicals using “MSDS Online” and maintain SDSs for the area housing the chemicals that can easily accessible to anyone who might need it.

5. Department Accidents/Incidents Protocol

- EH&S recommends that each department have an accident/incident protocol for responding to such events.
 - Clearly have a step by step so that all faculty/staff members know what to do in case of an event.

6. Special Recognition

- Both Katherine Gray and Edward Gomez recognized for their contribution to the arts.

7. New Items to the Table

a. Volunteer use of respirators for art classes

- EH&S recommends a voluntary use of an N95 respirator for areas that might have an inhalation hazard, i.e. grinding glass.
- Preferential use of N95 is recommended since training and documentation for proper use is relatively easy.
 - EH&S discourages the use of a half face mask without proper medical clearance.
 - EH&S suggests that the N95 is sufficient and can provide necessary protection for the tasks Nate has described like, cleaning the glass shop.
 - N95 with proper seal, training, and volunteer use affidavit is encouraged rather than allowing student bringing their own respirator from home. Radioactive survey for specialized glazes in ceramics
- Kathy would like to resurvey the ceramic glaze area for suspected radioactive occurrence.
- If glazes are considered “hot,” Kathy recommends segregating glaze to an engineering control location, like a chemical hood where any dust can be captured.
 - Additionally area should be cleaned using a HEPA vacuum and then use a wet procedure to ensure no airborne particulate.
 - HEPA vacuum can also be recommended with the glass shop area.

b. Forklift training

- Nate would like to get certification for himself and two other faculty members in his department
 - Currently waiting for Benjamin to schedule dates with Facilities Management. Benjamin to follow up with Nate.

The next meeting will be scheduled for winter 2019.

*** END ***