**CSUSB SCIENCE SAFETY COMMITTEE MEETING**

**MEETING MINUTES**

**June 7, 2018**

**Attendees:**

Tom Benson, *Instruction Support Technician, Biology*

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

Ken Makino, *Stockroom Manager, Chemistry and Biochemistry*

Jose Salazar, *Assistant Stockroom Coordinator, Chemistry and Biochemistry*

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

Michael Gillespie, *Research Compliance Officer, Office of Academic Research*

Teresa Fricke, *Director, Environmental Health and Safety*

Benjamin Virzi, *Specialist, Environmental Health and Safety*

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

**Time Started: 1:06 PM**

**Time Ended: 2:16 PM**

**Minutes recorded by: Rominna Valentine Ico**

**1. Hazardous Waste Management**

* In an effort to reduce waste in all aspects of waste generation, EH&S is conducting an end-of-the fiscal year hazardous waste disposal for campus community planned for the first and second week of June.
	+ Anyone having any state bought chemicals from any department are encouraged to reduce the amount of chemicals present in the laboratory space in preparation for the upcoming Planned Power Outage (scheduled the week of the 4th of July Holiday).
	+ All chemicals planned to be disposed must be properly labelled prior to collection.
	+ EH&S plans to have other future collection days at least once a year in order to encourage faculty/staff working with chemicals to remove and declutter work areas of unused chemicals.
	+ Please contact Benjamin for guidance or questions.
* Microscale
	+ 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.

**2. Chancellor Office State Audit/Lab Safety Audit**

* As per the state audit findings, OSHA was notified of hazards and will be checking Cal-State campuses for compliance. To EH&S’ knowledge, CSUSB is not being targeted for such an audit.
* Actions Items to be Addressed
	+ Lab Safety
		- Chancellor has agreed to pay for portion of a laboratory assessment software that includes a module for lab inspections that is cloud-based for each room. The module is to include functions for assessment of PPE and control measures within the lab setting like hazardous waste and chemical inventory.
		- EH&S is looking to see what other components would work for CSUSB but is unsure how to categorize authorize users and instructors since there are several laboratory sections in one room. EH&S to check with other UC campuses to see the software functionality. EH&S looking to have the software in place and available by the end of summer.
	+ Training for Lab Safety
		- Any training associated with the new laboratory software will be provided following implementation through either an online tutorial or instructor-led tutorial, details for training are yet to be determined.
		- Records and documentation for training under the statewide audit are to be required. Items like Lab Safety Training and GHS are large ticket items for audit fulfillment and whether the training has been completed. E&HS’ plan to having training more accessible by moving into online training tutorials.
		- Main concern with training is to acknowledge potential for any risk or safety concern and addressing with proper training of those individuals in an area identified as having a risk/safety due diligence.

**3. Fume Hood Certifications**

* EH&S will hire an outside vendor to certify all chemical hoods on campus the week after CSUSB’s Planned Power Outage.
	+ EH&S recommends that faculty/staff take advantage of the hazardous waste pick up scheduled in order to have chemical hoods prepared for the vendor certification.
	+ Dr. Cousins reminded the committee that some faculty/staff in Chemistry have on-going research projects that occur during summer and would require the use of the chemical hood as soon as possible. Mention of chemical hoods in Dr. Noblet’s and Dr. Zhang’s lab were tagged out from previous inspection, Benjamin and Teresa to follow up.

**4. Laboratory Safety**

* EH&S encourages 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 understands many ongoing research projects in laboratories are under time restraints and will continue working either late hours or odd hours to complete their task, but from a safety aspect students/researchers need to be able to either check in with an instructor/supervisor when arriving or departing.
	+ If for some reason the instructor/supervisor is unavailable EH&S recommends checking in/out with Police (non-emergency number) to make sure no accidents or incidents occur

**5. Accidents and Near-Miss Incidents**

ACCIDENTS: No accidents to report.

NEAR-MISS INCIDENTS:

* Gas Cylinder – Inadequate Tank Restraints
	+ San Bernardino Fire Marshall requires at least two chain restraints and secure wall mount brackets for all compressed gas cylinders on campus. Late spring quarter a student working alone in a research laboratory accidently knocked over a gas cylinder that was properly mounted to the wall. The gas inside the cylinder was release into the nearby area and the police and EH&S was dispatched for a potentially hazardous gas and smell. The gas in question was carbon dioxide and although under pressure was not a risk for the large area in which it was dispensed. The student was working alone and was lucky that that gas released was not a threat to his health. Careful inspection of the wall mount demonstrated that the mount was not secure to the wall but rather the side of the cabinet which was only 2 inches deep. The weight of the cylinder would not be able to be sustained by the ill-place wall mount and the cylinder was not double strapped.
	+ Take-Aways:
		- Please inspect laboratories for basic safety precautions. If using compressed gas cylinders please ensure that they are properly affixed to a wall mount and that the wall mount bracket is secure on the wall. For further guidance contact EH&S for safety concerns.
		- Student researchers should be supervised and is crucial to laboratory safety and effective incident management in a case of an emergency. Strongly encourage researchers/supervisors/instructors if they plan on working late hours to check-in and check-out with someone or campus police and notify approximate time of ending any experiments to ensure the safety of the person working.

**6. New items from the table**

Biological Sciences to have a remodel to be schedule in Fall 2020, the project is still under the design phase.

The next meeting will be scheduled for Fall/Winter 2018.

\*\*\* END \*\*\*