



**Health Sciences Center
Safety Committee
Meeting Notes**

Thursday, January 28, 2016

11:00AM

Attended:

- Stephanie Graham-Sims
- Kim Bryner
- Ali Elliott
- Claudia Esparza
- Beth O'Neil
- Dana Gray
- Nina Clovis
- Kevin Engels
- Frank Ali
- Angela Lemmon (Recording Secretary)

New Business:

Stephanie Graham Sims: (Safety Office)

- Stephanie presented at a research faculty onboarding meeting and discussed the services that the HSC Safety Office can provide regarding safety, health and compliance.
- Stephanie asked all CHO's to let the Kim in the Safety Office know when there would be a new researcher in their department or when a researcher is leaving. There is a new researcher's packet and laboratory close out that they need to be provided.
- The new lab close out policy is now available on the HSC Safety Office webpage.
- OHM Software update – Eventually all H& S training will be available on line. EH&S bought the software for the entire University system to utilize. The program will also maintain all medical monitoring information. It is hoped to have medical monitoring portion on line by summer.
- Two weeks ago the FBI site visit took place. They visited the AFA/high containment area. Met with several people regarding potential threats or issues to public that may occur.

- There will be an EPA/OSHA Hazardous Waste in person training taking place on Thursday, February 4, 2016.
- A list of all employees that are out of compliance with OSHA/Haz Waste training will be sent to the chairs, the research AVP and HSC VP soon as required by the DEP. Please remind employees to take training if needed.
- Stephanie presented laboratory safety orientation at the new class of Pathology Assistants.
- Stephanie reminded all the CHO's to let everyone know that takes the EPA/OSHA Hazardous Waste training on SOLE (not e-Campus) and to send an e mail confirming that they completed the training. This will ensure the employee receives their certificate of completion, as well as credit that they took the training.

Beth O'Neil: Pathology

- The morgue is moving on February 8, 2016.
- The morgue will still use the garage at the HSC.
- Specimens will still be stored at the HSC. Biohazard waste will remain as well.

Kevin Engels: (Physiology)

- Asked for a copy of the hazardous waste spreadsheet to be send to him via e mail
- Also talked about lead found in laboratory

Frank Ali: (OLAR)

- ALAC site visit will take place on March 21st and 22nd.
- The site visit spans over two days.
- They will tour the facility, as well as the labs.
- Frank believes they are ready and all will go well.
- Frank believes the elevators will need new signage.
- The chemical inventories will be turned in to Kim at the Safety Office.

Claudia Esparza: (Safety Office)

- The shop inventories are being completed.
- MSDS binders are currently being updated.

Ali Elliott: (Safety Office)

- High containment facility is running well.
- The Stericycle contract is being reviewed. They are looking at one contract for the whole university. They may be receiving bids from other companies. However, they have been satisfied with Stericycle.

Nina Clovis: (Orthopedics)

- Asked for a copy of the hazardous waste spreadsheet to be sent to her via e mail.
- Also let everyone at the Safety Committee know that she will be retiring from WVU in March, 2016.

Kim Bryner: (Safety Office)

- There will be a Hazardous Waste in person training on February 4, 2016, from 1:00PM - 3:30PM in Room 1107.
- Chemical inventories email will be sent out soon.
- Lab inspections will be starting soon.
- Asked Beth if the shower head in her department has been fixed yet. Beth wasn't sure, but will check and let Kim know.

The meeting concluded at 11:32AM. The next meeting will be held on Thursday, February 25, 2016 at 11:00AM on the Second Floor of the Biomedical Research Building.

Old Business:

Stephanie Graham-Sims:

- Considering changing time of Safety Committee Meeting for Spring semester.
- There is no meeting scheduled for November or December, 2015.
- In process of interviewing applicants for vacant position in the Safety Office.
- Cytogenetics flooded in the HSC on the second floor. Department members upset about sophisticated equipment being damaged.
- Infrastructure money/improvement plans.
- Pathology amphitheater had a leak in the ceiling. The gross anatomy morgue is leaving into the ceiling. Miller Environmental is going to clean up the storage room area and take the ceiling out.
- Kim and Stephanie met with Dr. Lockman regarding the lab close out policy. Also discussed offer letters that go out. Need to have a check list for faculty so they can follow rules regarding chemicals and lab close out.
- Kim and Stephanie received subpoenas regarding an employee grievance. This is in regards to a lead position that an employee did not receive. The employee is asking for lab close out policy and decontamination policies for grievance.
- Freight elevator – no updates.
- There are three transmitters placed on building by AT&T outside a researcher's office. The researcher is concerned about radiation. Although tests came back that radiation was well within the guidelines and HSC is in compliance, they will probably be removed.

Dana Gray:

- Pathology will be moving at the beginning of January.

Kim Bryner:

- Hoods have been tested and repaired. If any need tested please contact Kim.
- The Safety Office is now using EH&S's guidelines for testing of hoods. Adjustments are being made.
- Shower and eyewash testing started a few months ago. Will be completed in a couple of months.

Pat Callery:

- 2032 hood has stickers. Could be considered for renovation. Passed at low range. Failed sticker not consistent. Kim put in order for repair today.
- Organic chemist may be coming to WVU. An offer letter was sent.
- Talk about when there is a new hire in SOP the new hire should receive letter with Safety Office information on orientation. Also should have lab close out information on the letter.

The meeting was concluded at 2:04PM. There will not be a meeting in November, 2015 and December 2015. The Safety Office will contact everyone before the next meeting in January, 2016, as we may have a different time for the meetings in the Spring, 2016.