



**Health Sciences Center  
Safety Committee  
Meeting Notes**

**Thursday, February 25, 2016**

**11:00AM**

**Attended:**

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

**New Business:**

Stephanie Graham-Sims (Safety Office)

- Will be sending out e mail to administrators, researchers and Dr. Marsh. The e mail will list all who have not taken the EPA training.
- Please make sure that everyone takes their training on SOLE and not on e Campus.
- New training software will be here soon. Will have 50 training packages. The log in will be the same username and password as your computer log in. Medical monitoring will also be included in this software. Because of ALAC the medical monitoring will be taking place before the other training.
- Continuing with care against BOG. This is the accident that happened a couple years ago. A head injury from a saw kick back.
- The morgue is now gone from the HSC.
  - Beth O'Neil stated that Pathology is still storing specimens in the morgue area.
- EH&S may be interested in the morgue space for storage of Hazardous Waste. It is currently on the loading dock.
- The Pathology Amphitheater will be renovated this summer. It is heavily used for test taking.

- Stephanie Graham Sims will be resigning from her position in the Safety Office in March.
- Kim Bryner will be chairing the Safety Committee Meeting in the future.
- The Safety Office has decided to move the Safety Committee Meeting time back to 1:30PM.

Frank Ali: (OLAR)

- The contract for Stericycle is out for bid.
- Heard there were other contracts out for bid against Stericycle.
- ALAC will be here next month. The department is making sure everything is ready for ALACK.

Beth O'Neil: (Pathology)

- The new morgue is up and running.
- The new morgue has an isolation suite.
- Very modern and updated.
- There will be training in April.

Kevin Engels: (Physiology)

- Lead Issue – the lead has been picked up.
  - Kim Bryner stated that the chemical list will be done in May.

Allie Elliott: (Safety Office)

- High containment going well. Working out issues.
- Training has begun.
  - Frank Ali had a question about emergency lights in the high containment area. Is it OK to override emergency lights. Also needs to know where the breakers are kept. Can the light be turned off?
- Ventilation problems have been taken care of.

Claudia Esparza: (Safety Office)

- Working on lab inspections
- The Tier II Report has been completed. This report is in regards to the battery waste/universal waste. Have to report battery waste.

Kim Bryner: (Safety Office)

- Currently starting audits.

Nina Clovis: (Orthopedics)

- Nina is retiring March 1, 2016.
- Putting together a training requirement sheet for students. This will help the next person in charge of the training for the department.

Stephanie Graham-Sims: (Safety)

- The DEA training is now available on SOLE.
- E mail Angela for training on SOLE. She will add you to the modules on SOLE.
- DEA provided the material. They would like everyone to take the training.

The meeting concluded at 11:45AM. The next meeting will take place on March 31, 2016, at 11:30AM, on the second floor of the HSC Biomedical Facility.

**Old 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 21<sup>st</sup> and 22<sup>nd</sup>.
- 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.