PRESENT: Lee Wilson, Cheri Nemes, Jim Buxton, Jim Hacker, Chip Styer, Deana Hudgins, Dave Drake, Tony Karcher, Mike Kauffman, Seth Walker, Scott Wolfe

The meeting was called to order by Chip Styer.

POINTS OF DISCUSSION

1. Discussion of the minutes from May 17, 2017. Scott Wolfe moved to approve minutes, Jim Hacker seconded. Minutes approved and will be added to website by secretary.

2. Old Business
   a. Occupational Medicine updates: No updates.
   b. Safety Committee website: No updates.
   c. Other old business: There has been another incidence of unidentified people in various buildings. It was reminded to make sure doors are locked after hours and that if you see someone to approach them and ask if they need help (if you are comfortable with this) or to call the Wooster Police at 330-287-0111 or OSU Police Dispatch at 614-292-2121. Do not leave a message/voice mail if it is urgent! You can also call 911 and they will dispatch the OSU police on campus.

3. New Business
   a. Updates: Safety, Police and Fire: Fire alarm testing is completed. There were a few repairs that are ongoing and will require additional testing once repaired.

   Fire extinguishers have been checked. If you see an extinguisher with a yellow tag on the handle – let Dave Drake know, as that is the old tag. The up to date tag is green.

   A reminder that UTV/ATV on campus must follow all traffic laws. Remind students of this as well.

   A ball python was found on campus (across the bypass from the arboretum). It has been captured and is now in a private collection.

   A new part time police officer is in the process of being hired. Ben Rubenstein is an officer in Millersburg and has worked part time at College of Wooster.

   Working to hire a new EHS officer. Seth is working to create the interview committee. Applications have been received and there are numerous good candidates.

   The registration for PAAR is complete for select BSL3 projects. Additional projects can be registered and added as needed.
b. **New business from committee members:** The road painting and traffic signs on campus are pending the completion of the paving project.

c. **Live ‘N Learn:** Dave shared that he was called to a building due to a strong chemical odor throughout the building. Upon investigation, it was found that a student was using xylene in a hood (properly) but then disposed of their gloves and paper towels in a trash can outside the hood. Gloves and trash used in a hood with volatile chemicals should be left in the hood until the chemical has evaporated/volatilized.

   All chemicals in all containers MUST be labeled with the chemical name and name of PI or user. The date received is also recommended.

   It was reminded that red biohazard bags should not be used as regular trash bags. Once the trash is in the bag, it has to be treated as a biohazard. Only use biohazard bags and sharps containers when required.

The next meeting is scheduled for September 20, 2017 at 8:30 am in the Fisher Conference Room.

Motion to adjourn the meeting was made by Jim Hacker and Scott Wolfe seconded.

Respectfully submitted,
Scott Wolfe, Secretary