PRESENT: Chris Abraham, Tamela Brown, Dave Drake, Jim Hacker, Roger Hamilton, Leona Horst, Deana Hudgins, Mike Kauffman, Mike Klingman, Jenny Moyseenko, Mark Schleppi, Jeff Strouse, Chip Styer, Lee Wilson

The meeting was called to order by Mike Kauffman, Chair.

POINTS OF DISCUSSION

1. Approval of the minutes from Nov. 21, 2012. Motion to approve the minutes with correction by Jim Hacker, seconded by Chip Styer.

2. Old Business
   a. Battery Disposal: Seth was not present – Mike will request clarification from him. The process as understood by committee members is that both terminals need to be taped with electrical tape (required by EPA). Any container is fine for disposal. Lead acid batteries still are collected by Facilities Services.

   b. BEAP for Wooster Campus: Seth was not present to give an update for our campus BEAP. Changes and old info sent to Columbus were lost in an IT change. Tami has updated buildings and phone numbers and sent info to Columbus. At some point, BEAPs for each building will need to be provided.

   c. Jan. 28 Hazardous Waste Pickup Plan: An email was sent by Seth announcing a Hazardous Waste Pickup for Jan. 28. Fri, Jan 18 is the deadline to submit inventory forms – no waste can be added for pickup after that date. Jim Hacker asked about disposing of HID bulbs – Jenny said that Seth arranged for pickup of HID bulbs from HCS, so Seth can be contacted. Lee said that Seth told him experimental pesticides can be included in pickups from labs. Pesticides for disposal from pesticide storage building are inventoried separately.

   Tami clarified some Hazardous Waste definitions and designations. Never refer to the Pesticide Storage Building as a "waste" building - once a material is defined as "waste" or tagged with yellow sticker, it cannot be moved. Also, biohazard waste is not eligible for pickup with chemical Hazardous Waste. It must be taken to NIH building or FAHRP and logged in for pickup by Stericycle on alternate Tuesdays. Contact Tami, Seth, or Mike Kauffman for access.

3. New Business
   a. Website Updates: Tami said that there is now a link to the Columbus EHS website on the OARDC website. Dave Drake has been working on other updates. Minutes since 2009 have been added – Mike will send the most recent to Dave for inclusion. Dave will confirm that he has the most recent version of the charter and include a link. Mission statement page is updated. Jenny will update list of members and contacts and send to Dave for updating on website, and will send minutes of each meeting to Dave after they are approved.
b. **OSHA Safety Day is scheduled:** Mike said that Seth had sent an email announcing the OSHA Safety Day, and mentioned some details of the schedule. There is a $60 registration fee. There was discussion on whether there is an associated (free) trade show, but that may be a difference conference.

c. **New Chemical Hygiene Plan application:** Dorian Richards sent an email on the new Chemical Hygiene Plan, required for 2013 lab inspections. There was discussion on whether access by USDA employees and visiting scholars has been resolved.

d. **Updates: Safety, Police:** Dave Drake had no updates. Tami said that Kent McGuire (OSHA coordinator for CFAES) conducted confined space training, lockout/tagout training, and a confined space evaluation for the Beef and Sheep farm. More training sessions are planned. Tami also reported that all fume hoods in FAHRP were repaired and certified. Noise surveys were conducted on hoods in several labs, with the conclusion that noise levels were at the nuisance level and therefore do not require hearing protection.

e. **Haz Mat Shipping Training:** FAHRP has dealt with Haz Mat shipping incidents recently, and departments will be required to have representatives trained, with training to be renewed every 3 years. Neither OSU nor DOT currently provides this training. Seth is working with Dr. Benfield to determine what type of training will be provided. It was suggested that departments look into their need for people to be trained. Mailroom personnel do not want to assume this responsibility as in the past, but Mike suspects that they may be involved in the training.

f. **“Live and Learn” category:** Jim said that an incident occurred in Entomology when a pesticide was applied using an off label application method. A health problem ensued that needed medical attention. Jenny mentioned an incident in Gourley Hall where a hood did not function after a planned power outage and needed a manual restart.

4. Motion to adjourn the meeting was made by Jim Hacker and seconded by Chip Styer.

The next meeting will be March 20, 2013 at 8:30 A.M., in the Fisher Auditorium Conference Room.

Respectfully submitted,
Jennifer Moyseenko, Secretary