THE OHIO STATE UNIVERSITY
WOOSTER CAMPUS SAFETY COMMITTEE
OARDC, ATI, & Research Stations
Minutes of July 18, 2012 Meeting

PRESENT: Tamela Brown, Jenny Moyseenko, Dave Drake, Clay Dygert, Tony Karcher, Roger Hamilton, Mo Saif, Karen Myers, Mark Schleppi, Chip Styer, and Lee Wilson, Seth Walker, Jeff Strouse, Mike Klingman, Ryan Brooks, Larry Phelan

The meeting was called to order by Lee Wilson, Substitute Chair.

POINTS OF DISCUSSION

1. Approval of the minutes from May 16th, 2012. Motion to approve the minutes as written with corrections by Chip Styer, seconded by Karen Myers.

2. Old Business

   a. Charter Modifications: A Styer-Myers motion/second to approve the charter as modified passed unanimously.

   b. Fit Testing: Fit testing equipment is now in Wooster and being used. A discussion about the use of N95 respirators and the medical authorization requirements for "voluntary use" followed.

   c. Fire Alarms and Fire Extinguishers: Fire Extinguisher annual inspections are taking place as of July 23.

   d. Laboratory Glass Recycling: A copy of the glass recycling program for Columbus will be revamped to fit the Wooster Campus. Lee Wilson will forward a copy of the poster to Dave Drake who will contact our recyclers to verify information and reformat the poster for Wooster use.

   e. Building Evacuation Action Plan (BEAP): BEAP coordinator roles were discussed. The committee members will submit questions or concerns about BEAP coordinators to Seth. Seth will consider those as the plan language is being developed. Discussion concerning the necessity of having building coordinators, evacuation coordinators AND BEAP coordinators determined that the issue needs reviewed. Seth also said that there is no liability issue with being an evacuation coordinator or building coordinator.

   f. Laboratory Safety Training Classes on Campus: Seth shared with the committee that EHS is prepared to provide onsite training to either the campus or specific labs, once the areas of training that are needed are identified. Committee members are to ask their departments what needs exist. Seth will also send an email to department heads asking them to identify any training needs in their department.
g. **CPR Training:** The first blended training class format was used and was successful. *Dave will send out emails to campus* explaining the new format and offer a new training schedule through the end of the year. Traditional classes will still be offered, but the main focus is the new blended class due to its time efficiencies.

3. **New Business**

   a. **Safety Updates:**
      - Fall Safety Training will now be handled by Seth on the Wooster Campus.
      - Mercury levels in the sanitary drain water have been registering above normal. Anyone with information about the possible source should contact Seth. *Seth will send an email to campus concerning the issue*
      - Columbus EHS has launched their new website. The Wooster Campus EHS website will be revamped as well.
      - A Gourley Hall evacuation last month was caused by construction dust. Dave suggested using the same protocol as Hot Work and notifying him before starting so the fire detection systems can be temporarily disarmed or covered and dispatch notified. The dust work notification only applies to buildings with smoke detectors/fire alarms. Hot work permits are required for any hot work done in any building at any time.

Motion to adjourn the meeting was made by Chip Styer, seconded by Karen Myers, motion carried.

**The next meeting will be September 19, 2012 at 8:30 A.M., in the Fisher Auditorium Conference Room.**

Respectfully submitted,

David Drake, Substitute-Secretary