THE OHIO STATE UNIVERSITY
WOOSTER CAMPUS SAFETY COMMITTEE
OARDC, ATI, & Research Stations
Minutes of March 16th, 2011 Meeting


The meeting was called to order by Dave Drake.

POINTS OF DISCUSSION

1. Approval of the minutes from February 16th, 2011. Motion to approve the minutes by Mark Schleppi, seconded by Karen Myers.

2. Old Business
   a. EHS Assist – Jenny stated people in her department were having issues with EHS Assist, mainly incorrect conversion of units when inputting data. Tammy said she will have Seth Walker check it out. Lee mentioned some lab’s inventories were never uploaded or the uploads were partial or random. Dorian Richards will perform another upload at the end of March. It was stated USDA has naming and password issues for their accounts in EHS that need to be resolved. Dorian is working on making a common password for both the CHP & EHS Assist. Leona asked if the pesticide building inventory has been uploaded into EHS Assist. Jim stated in Entomology’s case, it had. Dave stated it would be nice to combine the inventory with the MSDS data. Lee mentioned the fire department currently can’t access the EHS chemical list on site in their trucks because of not having access to a laptop – it has to be phoned in.
   b. Laboratory Inspections – It was stated this round of inspections is more thorough – Dorian is checking more non-wet labs, and BSL greenhouses and growth chambers.
   c. Fire extinguishers in temporary greenhouses and USDA leased space – Dave stated there are fire extinguishers in the USDA-leased Oil City road building and extinguishers have been purchased for the greenhouses and will hopefully be installed by March 18th.

3. New Business
   a. Safety, Police, Fire – Tammy said the Back Safety Seminar will be held on March 24th from 10-11a.m. in Throne Hall 206. Taking this class will be worth points toward insurance cost reduction for your university health insurance plan. Tammy is considering issuing accident reports twice a year. Dave attended the university Safety Conference in Columbus. Dave also stated there was an ATI fire drill in March and it went well. Greg said he’s not sure when they will be moving back into their building; hopefully soon. He said there is a tentative date of March 30th for a public forum(s) for meeting the final candidates for his replacement. Greg will send out a notice regarding the time and place.
   b. New business from committee members – Jim stated he will not be at the next committee meeting. Donna will take care of recording the minutes. Leona asked if a general notice could be sent out reminding people who walk in the arboretum to make sure to face traffic. Greg will send out a reminder notice. Ken brought up there are no crosswalks marked anywhere on campus and there a few spots where they would be useful. Greg said he would bring it up at the next Operations Cabinet meeting. Greg and Tammy will have separate displays at the OARDC Wellness Benefit Fair on April 6th. Greg stated his display will have a survival theme.
Motion to adjourn the meeting was made by Karen Myers, seconded by Lee Wilson, motion carried.

The next meeting will be April 20th, 2011 at 8:30 A.M. in the Fisher Conference room.

Respectfully submitted,
Jim Hacker, Secretary