The meeting was called to order by Jim Hacker, Chair.

**POINTS OF DISCUSSION**

1. Introduction of Kellie O’Diam who will be representing Animal Sciences.

2. Approval of the minutes from July 18th, 2012. Motion to approve the minutes as written with corrections by Mo Saif, seconded by Karen Myers.

3. Old Business

   In Seth Walker’s absence topics a and b were discussed with written comments from Seth read by Jim Hacker.

   a. **Safety Training On Campus:** Seth said “We are approved to bring this training in person to campus.” As a result Seth is looking into dates for training. However, he has not received any responses to date on requests for types of training. As a whole, the committee felt we then should start with the general laboratory training.

   b. **Mercury Contamination:** Seth said “The most recent round of water samples from the City of Wooster came back negative for contamination. From their end, we have resolved the issue. From the campus standpoint, we are continuing to investigate the matter, as this sudden disappearance of contamination tends to point to an isolated incident of contamination or some residual legacy contamination that was disturbed during a renovation. Prior to the final round of City testing, we had narrowed it down to Gourley and Gerlaugh, so that is where we will resume. I encourage everyone to review their hazardous waste practices with their laboratory personnel.” Committee members felt that in all future situations the situation should be reported. Being proactive is better for all and will get a more favorable response from everyone. It was recommended that Seth should send out an email about the importance of reporting spills and other hazardous situations. Once this email is sent each of us will send out a supplemental email to our areas to tell them as to whom to report spills and other situations. It was further suggested that the email that Seth sends should also go along with the announcement of Columbus personnel coming to Wooster to conduct onsite training.

   c. **BEAP for Wooster Campus:** At this point there is no current update for our campus BEAP. But this will be addressed at some point in the near future.
4. New Business

a. **EPA Surprise Visit:** Comments from Seth Walker were read into the minutes by Jim Hacker and then discussed. Seth said “On September 4th, the Ohio EPA made a surprise inspection of our shop areas, pesticide storage, and hazardous waste areas. The area of major concern was the hazardous waste area. I am currently working with OEPA to institute corrective measures and, hopefully, reduce any penalty we may experience. The new hazardous waste form is one of those steps. This form will be required whenever waste is presented for disposal. It will need to be signed off as complete by an EHS representative prior to the waste being accepted. Staff and Faculty can expect to see changes in the way hazardous waste is managed on the campus as we move forward.” We reviewed the form and will distribute it to our respective areas for use in the next hazardous waste collection. It was suggested that this form might need to be modified to account for all hazardous waste but we will go forward with this form until changes are mandated and approved, if necessary. Jim told us that Seth said that another problem that OEPA saw was that there is too much access to the hazardous waste area and that Seth is looking into who should and should not have access.

b. **Corroded CO₂ Cylinder:** Jim Hacker told us of a corroded CO2 cylinder that he discovered in Entomology. The corroded cylinder was hissing though the leak in the side wall. Jim evacuated the area and called Albrights. They safely removed the cylinder and replaced it. The entire inside of the cylinder was corroded and pitted. The tank was cut open, and a blue material was found inside the tank, and it is unknown how it got into the tank, as well as what the substance is. Testing is being conducted to discover what the material is. Since these tanks are used by other groups outside of the campus it is possible that another gas was accidently introduced into the tank creating a corrosive mix. Albrights is researching how this could have happened so that future instances like this can be avoided.

c. **Faculty Representative:** Mo Saif rotates off as our faculty representative at the conclusion of this meeting and Joe Hogan will begin his one year term as faculty representative at our November 21st meeting.

d. **Election of Officers:** Nominations for candidates for chair were taken and Mike Kauffman was nominated by Mo Saif. Nominations were closed by a motion from Mo Saif and seconded by Karen Myers. Mike Kauffman was unanimously elected as chair beginning at the November 21st meeting. Then nominations were taken for candidates for secretary. Karen Myers nominated Jenny Moysenko and Mark Schleppi nominated Ryan Brooks. Nominations were then closed by Karen Myers and seconded by Mo Saif. In a split vote, Jenny Moysenko was elected to the position of secretary beginning with the November 21st meeting.

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

**The next meeting will be November 21, 2012 at 8:30 A.M., in the Fisher Auditorium Conference Room.**

Respectfully submitted,
Lee Wilson, Secretary