SAFETY COMMITTEE MINUTES  
Oct. 18, 2013

Present: Rick DuVall, Mike Logan, Bob Lucht, Peter Meckl, Marty Mlynarik, Becky Schumm, Mike Sherwood, Nathan Toner

Absent: Justin Seipel, John Starkey, Justin Weibel

1. Approve Minutes from Sept. 20 Meeting

2. Safety Procedures for Faculty and Grad Students:
   A good starting point for safe operation of equipment is to do a Hazard Assessment of each piece of equipment. This is in fact a requirement for the Safety Indemnification by REM (see attached form). This should identify any hazards, propose protective equipment to minimize any hazards, and define an operating procedure to be followed for running the equipment.

   The challenge is to readily determine whether this procedure is being followed. Nathan suggested visual identification near the equipment that provides safe operating procedures and identifies who has been trained and is certified to run the equipment. (See attached for some examples.)

   The committee also viewed a safety video, “Death in the Oilfield”, making a strong case for the importance of following safe procedures throughout a job.

   The role of the Safety Committee should be to provide useful information to make this Hazard Assessment and Training process easier for faculty, students, and staff. A luncheon for faculty, staff, and students in ME would be a good way to start this process. It also needs to be incorporated into the Grad Student Orientation program and Orientation for new faculty. It would also be nice to be able to point to a flagship ME lab that can be used as a role model for safety.

   Rick reminded us that the coming year’s Safety Recertification process for ME starts in January 2014, so it would be good to get a set procedure in place by then.

3. ME Safety Web Presence:
   A good way to disseminate information on hazard assessments, training procedures, etc. is an enhanced ME Safety webpage. Nathan Toner has agreed to help with this. It will likely also need help from Mike Black and Heather Coar.

4. Schedule Next Meeting:
   Next meeting will be at 10:30 am on Nov. 22, 2013.