SAFETY COMMITTEE MINUTES
Nov. 22, 2013

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

Absent: Bob Lucht, John Starkey, Justin Weibel

1. Approve Minutes from Oct. 18 Meeting

2. Re-Certification Self-Audit Form:

   The next year’s safety re-certification for ME will start soon, with a deadline to finish by the end of February. Rick will distribute the self-audit forms to the faculty on Dec. 11. These will be due back to Rick by Jan. 24, with a REM inspection scheduled for Feb. 13.

   Peter pulled up the electronic self-audit form from REM on the laptop and pointed out some key aspects, including Personal Protective Equipment, Hazard Communications (aka Right to Know), and the Chemical Hygiene Plan. Links to more information, as well as forms to certify that students have been trained are also available.

   Since it is difficult to find all the forms easily directly from the REM website, it was suggested that the link to the self-audit form be made readily available on the ME safety webpage. Some useful online training links for PPE and Hazard Communications will also be included.

3. ME Safety Information Dissemination:

   In addition to revamping the ME safety webpage, Peter will provide an overview of the self-audit forms at the Faculty meeting on Dec. 3. He will also show some of the links for on-line training and more information.

   A special faculty luncheon devoted to the safety re-certification process will be scheduled in mid-January. The topic will also be discussed at the new grad student orientation for spring 2014.

4. Schedule Next Meeting:

   Next meeting will be at 10:30 am on Dec. 10, 2013.