SAFETY COMMITTEE MINUTES
 Jan. 22, 2015

Present: Rick DuVall, Bumsoo Han, Mike Logan, Bob Lucht, Peter Meckl, Marty Mlynarik, Bobbie Riley, Becky Schumm, Justin Seipel, Mike Sherwood, John Starkey, Justin Weibel

Absent: Nathan Toner

1. Approve Minutes from Dec. 11, 2014 Meeting

2. Update on Self-Study Audits for Safety Indemnification:

   Peter Meckl mentioned that REM is now using a different Self-Study Audit form as of early this year. The new form has some reordering of items as well as having added a new column for Not Applicable.

   A reminder email will be sent by P. Meckl to all faculty with the new form attached, emphasizing the deadline for completion of Jan. 30. This email will also clarify that a lab will fall under either Hazard Communication or Chemical Hygiene Plan but not both. It will also emphasize that all labs should prepare a door posting, including names of all faculty using that lab space. When multiple faculty use the same lab space, their safety binders should be placed in a common location in the lab.

   At the recent safety presentation, given by Judah Young on Jan. 14, the role of Designated Trained Individuals (DTI) was brought up. ME has the following DTI’s: Tami Armstrong, Rick DuVall, Bert Gramelspacher, Mike Logan, Bobbie Riley, and Mike Sherwood.

   REM is scheduled to do their walk-through at 9 am on Feb. 12. Prior to that, a subcommittee of the ME Safety Committee (including Rick DuVall, Adrian Matlock, Bobbie Riley, and Mike Sherwood) will review the self-audit forms and identify any deficiencies.

3. Review Quiz Questions for Building Emergency Plan Presentation:

   The ME Safety webpage now has updated Building Emergency Plan links for all the buildings affiliated with ME.

   Marty Mlynarik went over his quiz questions for the ME BEP presentation. P. Meckl will take these and formulate multiple-choice answers for each question. Then, both the presentation and quiz will be sent to ITaP for upload in the same way that FERPA certification is done.

   Once the BEP presentation and quiz are available on-line, it can be used to certify that new faculty, staff, and students are familiar with the BEP. As such, it can be used as basis for issuing keys to lab spaces, offices, etc. The plan is to have this available starting next academic year.

4. Schedule Next Meeting: Next meeting will be on Feb. 19, 2015 at 10:30 am.