SAFETY COMMITTEE MINUTES  
May 20, 2015 edited

Present: Rick DuVall, Steve Florence, Mike Logan, Peter Meckl, Marty Mlynarik, Bobbie Riley, Justin Seipel, Mike Sherwood

Absent: Bumsoo Han, Bob Lucht, John Starkey, Nathan Toner, Justin Weibel

1. Approve Minutes from Apr. 2, 2015 Meeting

2. Discuss Building Emergency Plan Certification Process:
   
   Mike Logan will prepare the on-line quiz on the BEP, once the questions are sent to him.

   The plan is to pilot the on-line presentation and quiz this summer, and roll out the process for new hires in fall 2015. All ME staff would be required to retake the quiz each year.

3. Purchase and Handling of Hazardous Material:

   At its meeting on May 15, 2015, the Herrick Lab Safety Committee discussed concerns about the potential for students to order dangerous chemicals or gases without notifying the staff at Herrick. Cheryl Cornell attended that meeting and described the process by which these orders are processed in ARIBA. Various approaches were discussed for requiring safety approvals from the major professor before these chemicals can be ordered.

   The topic was brought up for discussion at this meeting to see whether there are similar concerns in ME. ME’s policy has been that these purchases are the responsibility of the major professor, and no one is aware of any issues that have resulted in injuries or harm.

   One potential concern is the need to reduce unused chemicals if more is purchased than required. It is also important to emphasize proper storage and use of gas cylinders.

4. New Business:

   AED training session in ME was held by Lt. Guerra on April 23, 2015. He is available for regular training sessions for those interested (minimum of 4 and maximum of 8 people).

   RAIL Building Emergency Plan will be done soon (by June 30, 2015). New training is now available for doing the online version of the BEP.

5. Schedule Next Meeting: Next meeting will be on Thurs., July 9, 2015, at 10:30 am.