SAFETY COMMITTEE MINUTES
Jan. 21, 2016

Present: Rick DuVall, Steve Florence, Steve Kessler, Mike Logan, Peter Meckl, Mike Sherwood, John Starkey, Nathan Toner, Justin Weibel, Matt Yochim

Absent: Bob Lucht, Bumsoo Han, Marty Mlynarik, Justin Seipel

1. Approve Minutes from Dec. 10, 2015 Meeting

2. Discuss Next ME Safety Indemnification Process:
   Rick DuVall put self-audit forms in ME faculty mailboxes on Jan. 19. The filled-in forms will be due back to Rick on Feb. 5. An email will be sent to all the faculty (and their designated safety coordinators) who have a lab in the ME building. Mike Logan will help put together an email alias for these email addresses.

   A big issue that has raised questions in filling out the forms is the distinction between Hazard Communications and Chemical Hygiene Plan. A lab must adhere to one or the other. Another common question is what constitutes “consumer use.”

   The new ME Safety Policy will be posted on the ME Safety webpage.

3. New Business:
   Lessons Learned Reporting:
   A new link has been added to the ME Safety webpage to allow individuals to anonymously report any “near misses” when a potentially dangerous incident has been avoided. The committee raised the question as to whether ME should have a policy on doing this. Should there be any punishment if incidents are not reported but found out after the fact? Should these Lessons Learned be published on-line?

4. Old Business:
   BEP Certification for After-Hours Access:
   A new policy to require everyone wanting to have card swipe access to the ME building after hours to have passed the BEP quiz is now in effect. This applies to outside doors and all computer labs. It does not yet address access to the PEARL rooms.

   At this time, about 2000 students still need to complete this requirement. Access for existing students will expire around spring break. Normally, access will expire 390 days after successfully completing the quiz, with a reminder sent out after 330 days.

   Emergency personnel are always granted access to the building.

5. Schedule Next Meeting:
   Next meeting will be on Thurs., Feb. 18, 2016 at 9:00 am.