

Chemical Safety Committee Meeting Minutes

Date and Time of Meeting: August 15, 2018, 9:00 - 10:00 AM Engelmann Room 122

Members: Pat Anderson, Alexander Arnold, Ben Church, PJ Egan, Jennifer Herriges, Rick Koehler, Jamie Kuenzi, Elizabeth Liedhegner, Zack Steuerwald

Call to Order: 9:10 AM

Approval of Minutes: *J. Herriges motion, Ben Church second, All in Favor*

Announcements:

- Update- Occupational Health and Industrial Hygiene Program Manager position *Z. Steuerwald provided update on recruitment*

Incidents review: *None*

Old Business:

- Backup Members- *B. Church informed that Nathan Salowitz would be his backup.*
- Purchasing and SOP Process Rollout
 - Summary of meeting with Chemistry Dept.- *Z. Steuerwald provided summary and informed of Chemistry's request for template chemical SOPs for certain chemicals or chemical groups*
- Creating consistent/ similar templates for general Lab use, IACUC and bio toxins
 - Review new templates *J. Herriges informed CSC on updated SOP template form. CSC asked that there be a statement to direct questions about the form to sop-approval@uwm.edu.*

New Business:

- Laboratory Specific Chemical Hygiene Plan (CHP) template *J. Herriges informed on this template designed for efficiency and effectiveness in labs to convey lab-specific information.*
 - *E. Liedhegner about new researchers receiving training on CHP. They should receive training prior to work in lab.*

Next Meeting: September 12, 2018, 9:00 – 10:00 AM, ENG 242

Adjournment: 10:00 AM