

Chemical Safety Committee Meeting Minutes

Date and Time of Meeting: November 14, 2018, 9:00 - 10:00 AM Engelmann Room 206

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

Guest: Kevin Blackburn

Call to Order: 9:02 AM

Approval of Minutes: Z. Steuerwald motion, Jamie Kuenzi second, All in Favor

Announcements: None

Incidents review: None

Old Business:

- Beta Test of Database for Purchasing Chemicals (ongoing) *J. Herriges provided update*
- Chemical SOP Templates (23 and counting) *J. Herriges provided update. A. Arnold stated that Chemistry Safety Committee could be a resource and assist with chemical group SOPs*
- Lab-specific CHPs *J. Herriges provided update*

New Business:

- Campus Chemical Inventory System
 - Past Attempts *Z. Steuerwald informed of Fy11-FY13 Proposal from USA*
 - Current Status *K. Blackburn provided status on Chemistry inventory system and informed of initial information gathering*
 - Moving Forward
 - Information Gathering *Z. Steuerwald prompted discussion of needs and how to begin the process of gathering information. A. Arnold recommended discussing student volunteers from the Office of Undergraduate Research as a resource for positions to assist with the inventory. B. Church stated that implementation should begin in Chemistry as largest chemical user and then migration to other departments as becomes established.*
 - Types of Systems
 - Hardware Needs
 - Software Needs
 - Buy-In from Campus Leadership, Researchers *Z. Steuerwald stressed that buy-in is needed from the top-down (Chancellor, Deans and Division Heads)*

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- Subcommittee? *Z. Steuerwald asked if a subcommittee should be created or work with Chemistry and their committee that is being formed. Discussion ensued but no decisions made.*

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

Adjournment: 10:02 AM