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)
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