

THE PENNSYLVANIA STATE UNIVERSITY
Environmental Health and Safety

Date: April 2, 2009
To: Safety Council Members
Subject: Minutes of Meeting – March 18, 2009

I. CALL TO ORDER

A. Ms. Claver called the meeting to order at 9:26 a.m.

II. WELCOME

A. Ms. Claver welcomed members to the March meeting.

III. REVIEW OF THE MINUTES FROM JANUARY 21, 2009

A. The minutes were approved as printed and distributed.

IV. TOPIC OF THE MONTH

A. Mr. Triebold gave a Power Point presentation on “Corridor Storage and Use Policy Review”. He discussed the importance of the policy and highlighted the responsibilities of individuals within the university community including Safety Officers and Facility Coordinators. He also emphasized the importance of everyone working together to make the policy successful. Council members were asked to review the draft policy and be sure this information is shared with their administrative unit heads and submit any questions to Mr. Triebold.

V. ADMINISTRATIVE

- A. Ms. Claver advised Council that information (minutes, policies, general information) sent to Council members should be distributed internally to the proper personnel within their departments, including personnel up and down the chain of command.
- B. Ms. Claver advised the AED committee is at a decision point to submit recommendations to Gary Shultz regarding the AED policy. Further information will be provided as it is available.

C. Ms. Claver asked for volunteers for the Topic of the Month committee.

VI. PROGRAM REPORTS

A. Ms. Lumley-Sapanski reminded Safety Officers to have their constituents complete their online chemical inventories into CHIMS. She also clarified an issue of some confusion. Some staff who completed the chemical review last year to verify that they did not have "chemicals of interest" in excess of threshold quantities allowable by the Department of Homeland security are confusing that process with the need to enter all of their chemicals into CHIMS. All chemicals are required to be input into CHIMS in order for the University to meet regulatory requirements. Most areas have completed this process by working with George Conklin within EHS by providing him with excel spread sheets that he has converted into CHIMS. Faculty or responsible staff should contact George to complete this process if they have not already done so. He can also work with Departmental Safety officers if they are having problems accessing their department inventories.

B. Mr. Dreibelbis distributed an information sheet on Air Filtering Fans which is available at: http://www.ehs.psu.edu/occhealth/Air_Filtering_Fans.pdf

VII. MISCELLANEOUS

A. Ms. Snook asked Council to notify her if they would have a conference room in their area that would be appropriate for Council meetings. The room requirements must have the capacity for fifty people and have internet access. It would be preferable to be located in central campus.

B. The Topic of the Month for the April meeting will be Bloodborne Pathogens presented by Curt Speaker.

VIII. ADJOURNMENT

A. The meeting was adjourned at 10: 35 a.m.

**THE NEXT MEETING OF THE UNIVERSITY SAFETY COUNCIL WILL BE HELD
APRIL 15, 2009 AT 9:30 A.M. AT 118 ASI BUILDING.**

Members Present: M. Bates, E. Boeldt J. Burket, M. Claver, D. Wagner for C. Colborn, E. Dobo, B. Dreibelbis, D. Fronk, B. English for T. Griffiths, M. Herbert, L. Holland, B. Holden, C. Hort, P. Janowiak, C. McGinley, C. Kanour, M. Linsenbigler, K. Lumley-Sapanski, P. Peworchik, R. Pruss, V. Kovatto for K. Mozley-Bryan, S. Koontz for C. Rickards, P. Stanton, D. Ault for R. Stoner, S. Triebold, R. Weber, J. Wisehaupt, G. Miller for D. Will

Area Not Represented: Applied Research Lab, College of Education, College of Health & Human Development, Commonwealth Services, Office of Physical Plant, Housing & Food Maintenance Operations, Military, Schreyers Honor College, Smeal College of Business, Student Affairs, University Libraries

Guests: Laurie Joyce, Auxiliary & Business Services
Scott Atkinson, Institutes Energy & Environment

Respectfully submitted, Jill Snook
Secretary, University Safety Council

JMS/jms

372955