

**LABORATORY SAFETY COMMITTEE**  
**November 7, 2008**

**TO:** All Laboratory Personnel

**FROM:** John Park, Chairman, Laboratory Safety Committee

**SUBJECT:** November 3, 2008 Safety Committee Meeting

**Participants:** John Park, Ray Kelling, Max Overman, Beth Swanson, Joe Jurgevich, Peggy Campbell

John asked Ricky Edwards about having a fire extinguisher demonstration/training class. Ricky said that Steve Watson (safety officer for the Department of Administration) is planning to schedule another fire safety class that will include fire extinguisher training. We should receive an email in the near future regarding this class, with information on how to sign up.

John asked Ray about what could be done with the old wooden pallets that are leaning against the fence of the compressed gas cylinder pen. Ray said that he will work on getting rid of them.

John said that Heather and Donna now have the proper support gloves. These gloves should provide extra wrist support and help prevent carpal tunnel syndrome.

Peggy said that there was a near-miss accident in the extractions area while a compressed gas cylinder was being moved. The cylinder cart built to transport two cylinders was being used, and a cylinder nearly fell over. Based on this incident:  
If the two-cylinder cart is used, please be very careful to secure both cylinders prior to transport. The chain for the two-cylinder cart is not welded to the cart, so both ends must be securely latched such that the cylinders cannot shift during transport. When transporting two cylinders at once, it would be a good idea to have two employees to load/unload the cart.

-In the lab areas, cylinders must always be securely tethered to a wall or counter. When preparing to un-tether a cylinder, always be sure to first put the metal cap on top of the cylinder (to protect the nozzle). Do not move a cylinder with the cap off.

Joe asked about the recent CPR/First Aid training class. Ray said that several employees from the lab attended. The CPR procedure changed two years ago to 30 chest compressions and 2 breaths at a rate of 100 compressions per minute to restart the heart beat. The CPR training class also includes instruction on how to use the automated electronic defibrillator (located near Kent's office).

John and Ray attended a meeting of the DWQ Safety Audit Review/Policy and Procedures Subcommittee. This subcommittee meets on a quarterly basis, now meets in the ESS conference room. They want to begin switching out members, and along those lines, Max volunteered to switch with John and Ray. The next meeting for the subcommittee is on Tuesday, January 27<sup>th</sup>, at 10:00 A.M.

As a follow-up to the issue of old fluorescent light bulbs located in the stairwell area, Max and John secured all of the bulbs in the area and moved them away from the cylinder carts and ladders. (On Nov. 6, 2008, John and Ray set up a safe holding area outside the building between the two cages (cylinder and argon) and have moved all the burned out and broken bulbs to it. They will be stored there until removed for proper disposal by janitorial services or Facilities Management.)

The next safety committee meeting is scheduled for December 1, 2008 at 10:30 a.m. Minutes were prepared by Max Overman on November 3, 2008.

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