## LABORATORY SAFETY COMMITTEE

## September 24, 2010

**TO:** All Laboratory Personnel

FROM: John Park, Laboratory Safety Committee

**SUBJECT:** September 20, 2010 Safety Committee Meeting Minutes

Participants: Anne Chandler, Heather Morgan, Max Overman, James Staley, Beth Swanson

Steve Kaasa has approved the 2010 revision of the Laboratory's Chemical Hygiene Plan (CHP). Max will hand out hard copies of the CHP to each lab unit.

Regarding the modular building, a smoke detector has been purchased. Inspection tags have been attached to the two fire extinguishers for monthly checks.

There was discussion about old chemicals in the acid storage room and the possibility of having some of them removed for disposal. Lists of some of the chemicals have been sent to other state agencies, and a price quote has been obtained for removal of some of the old solvents. Everyone agreed that until we can have some of these chemicals removed, the lab should not accept old preservatives from the regional offices.

Max talked about a visit by Ryan Faw from the City of Raleigh's Public Utilities Department. Ryan visited the lab on September 17<sup>th</sup> as a routine inspection of the lab to determine what we do and what types/volumes of chemicals we discard into the sewage system. Kent, Steve Kaasa, and Max gave Ryan an overview of the lab's operations, as well as a tour. This included information regarding what we discard into the lab sinks (e.g., samples, some reagents and standards) and what is collected for disposal (e.g., solvents, old dry chemicals). The only issue that arose from the visit was that Ryan wanted the floor drain next to the solvent waste tanks (room G102) covered, which has been done.

The AED outside of Kent's office has reached its expiration date. Steve Kaasa confirmed that this refers to the chest pads, which he will replace. In the meantime, the indicator light is still flashing green, so the AED will still work properly if needed.

A reminder to safety committee members: checks of the safety devices for each lab unit should be conducted and documented on a monthly basis. This includes eyewashes, safety showers, fire extinguishers, and smoke detectors. For safety hoods, please check with the velometer (located in John's office) every three months.

The next safety committee meeting is scheduled for October 11, 2010 at 10:30 a.m. Minutes were prepared by Max Overman on September 24, 2010. MO