

## LABORATORY SAFETY COMMITTEE

November 3, 2009

**TO:** All Laboratory Personnel  
**FROM:** John Park, Laboratory Safety Committee  
**SUBJECT:** November 2, 2009 Safety Committee Meeting Minutes  
**Participants:** John Park, Max Overman, Jeanne Carter, James Staley, Edith Henderson, Joe Jurgevich, Beth Swanson, Heather Parker

Regarding the question from the previous meeting about the lab's trash dumpster, the dumpster was removed after being damaged and will not be replaced. We will have to use the dumpster that is located near the ESS building (the dumpsters are located on the west side of the building, where the boats are parked). Note that there are two dumpsters, one for trash and another for recycling cardboard.

As per Steve Kaasa's request, a sign was placed on the ice maker in the receiving room to notify anyone that uses the ice for drinks that the ice maker is not routinely sanitized.

John noted that a fire drill needs to be conducted in the near future. We plan to do it the next time that the fire alarm system is tested by Garland and Alvin.

Max and John are going to be fit-tested and trained to use respirator masks when discarding solvent waste into the solvent waste barrels. James recommended the Scott air pack, which has self-contained breathing. Solvent waste will now be discarded on a set schedule. Discards will take place every two weeks, on Mondays at 3:30 P.M. For the month of November, the solvent dumps will be November 2, 16 and 30.

Heather asked if there is an SOP for the discard of solvent waste. At this time, there is not an SOP – the disposal of solvent waste is covered in the chemical hygiene plan. However, John and Max will work on putting together an SOP. In addition, the vent for the solvent room is going to be checked to determine why it is not functioning properly.

The trash can that is located near the gas cylinder pen on the loading dock is intended for recycling plastic bottles, but has also been used for trash. It was recommended that a sign be posted on the trash can so as to specify that it is for recycling only.

A bit more detail was requested as far as the procedure for placing a magnetic stir bar into a glass volumetric flask. Please be careful to hold a flask at an angle, so that the stir bar can slide slowly down the neck of the flask. Also, do not add a stir bar to a flask that is sitting on a stir plate, as this can increase the force of the stir bar hitting the bottom of the flask. A stir bar retriever can be used to guide the stir bar down in place as well.

There was also discussion about old glassware, as this can contribute to glassware breaking during use. It's not unusual for glassware of all types (beakers, flasks, graduated cylinders) to

be used for several years. There are no guidelines on when glassware should be replaced, so please try to routinely inspect glassware for cracks and chips. If you feel that the chip or crack may affect safe use of the glassware, please notify your supervisor and see about purchasing new glassware (or repairing the glassware, if that is an option).

Steve Kaasa will be coming to the lab on November 23, 2009, to conduct a safety inspection, so please plan accordingly.

The next safety committee meeting is scheduled for December 7, 2009 at 10:30 a.m. Minutes were prepared by Max Overman and Jeanne Carter on November 3, 2009.

/mo/jc