

April 02, 2010

11:00 am – 12:00 pm

Present:

A. Azizan; M. Coulter; J. Large; I. Richards, (Chairperson); R. McDermott; W. Milhous; S. Mlynarek; W. Wang; M. Haywood; A. Salem; B. Kennedy; A. Lawrence; Luis Rivera – USF Environmental Health and Safety

1. Faculty, students and staff were emailed on 3/17/10 informing everyone of the upcoming meeting and asking them to inform the committee of any concerns for laboratory needs, complaints and other. No responses received.
2. USF's Environmental Health and Safety personnel recently completed an inspection of the College of Public Health laboratories. There were no serious violations. A. Salem will forward the report to Dr. Richards and will follow-up for corrections. The College of Public Health receives high marks concerning laboratory health and safety compliance.

Action: Laboratories are inspected twice a year and EH&S sends letters describing the findings to each lab. For the future: A. Salem will forward, to the Laboratory and Safety Committee, the list of laboratory inspections with summary letters.

Note: CoPH laboratories are not under the purview of OSHA. The Department of Environmental Protection inspected CoPH laboratories in 2007 and the CoPH was the only USF College not cited. Florida state fire marshals inspect the laboratories. Tampa Fire and Rescue on call for emergencies.

3. Dr. Richards will strengthen student compliance with the *Chemical Hygiene Plan* by adding the *Plan* to the student syllabus and requiring sign-off by each student using the laboratory. A. Salem keeps current with revisions to the *Chemical Hygiene Plan*.
4. Dr. Richards announced that there is a sub-committee to investigate field safety for increasing numbers of students doing laboratory work in the field. The Dean's Risk Management plan for USF World may be of help to this committee.
5. A discussion surrounding older laboratory equipment, where parts are no longer available, led to the fact that some CoPH faculty are not aware that J. Evans sends memos on a regular basis to faculty to elicit laboratory equipment needs. Dr. Milhous stated that the deadline for submitting a list of needs is the 23rd of each month. Dr. Milhous also said that Dr. Karen Holbrook often has matching funds to assist with costs.
6. M. Haywood reported that there are new cameras in the laboratory areas on the 1st and 2nd floors. A video recording holds film for up to 90 days. This led to further discussion about personnel in laboratories after hours and unauthorized personnel in the laboratories. M. Haywood reported that when students graduate, keys are turned in and Sonitrol cards are disabled. Dr. Richards recommends that there be a policy that all persons entering the building after hours wear visible USF IDs.
7. Environmental Health and Safety holds monthly training sessions for General Lab Safety and have now included Fire Safety training. All lab PI's and students must attend general training annually.

Meeting adjourned at 12:10 p.m.

[Submitted by B. Kennedy]