

San Jose State University
College of Science Safety Committee

Meeting Minutes

Tuesday September 10, 2024 at 2:30 P.M.

ISB 132 / Zoom

Membership: Christopher Smallwood (Physics), Philip Dirlam (Chemistry), Minghui Diao (Meteorology), Sayma Akther (Computer Science), Andrea Gottlieb (Math), David Ensminger (Biology), Nate Bogie (Geology), Randy Kirchner (CoS Safety), Victor Maraschin (Radiation Safety), Jocelyn Douglas (MLML), Skye Kelty (EH&S, Chemicals and Lasers), Maria Piccone (EH&S Biosafety Officer), Miri VanHoven (CS, PD, MD, SA, AG, DE, NB, RK, VM, JD, SK, MP, MVH)

Call to Order: 2:33 pm

- Members present: CS, PD, MVH, DE, SK, NB, VM, SA, MD
- Members absent: RK, JD, MP, AG

Minutes:

- Minutes for 5/13/2024 need to be approved.
 - Move to approve: PTD, 2nd CS
 - Approved? Yays = Unanimous

Announcements:

- Skye has some information to push out from EH&S. See the addendum to these minutes at the end.
 - All Members: Please distribute to your respective departments.

New Business:

- (Chris) Need a new Chair.
 - Nominations: CS
 - Vote: Yays = Unanimous
- (Chris) We need to review the Charter and update if desired.
 - CS: Would like to clarify which members are voting / non-voting.
 - For example SK is university representative to Federal/state agencies and doesn't want to have undue input at the college level. Also, the committee ultimately provides recommendations to the Dean's office for action and as MVH is the representative from the Dean's office does not vote.
 - CS: Moves to change the requirement for modifying the charter to $\frac{2}{3}$ vote of quorum.
 - PD: Move to table the discussion and vote on charter modification until next meeting.

- (Skye) Mis-delivery of hazardous materials on campus-- sharing experiences and creating best practices with folks that are ordering lab/shop supplies.
- (Skye) EHS is requesting depts/colleges to develop clear lab/shop transition plans to reduce accumulation of legacy hazards.
- (Skye) SOP participation with integration into RSS is now required (to discuss?)....
 - Nov 30, 2024 is the deadline (exceptions may be granted on case by case basis).
- (Chris) Let me know if you have big goals for the semester. We can take anything up next meeting.

Adjournment: 3:02 pm

For broadcast from EHS (Skye Kelty):

1. Biohazard

1. New Biosafety Officer started in May 2024! Please direct biosafety concerns to [Maria Piccone](mailto:maria.piccone@sjsu.edu) as they come up: maria.piccone@sjsu.edu OR the biosafety@sjsu.edu email address.
2. Transitioning to [RSS SOP documentation for training](#) by Nov 30. Set up a consultation with Skye Kelty if you are worried about meeting this deadline.

2. Chemical Hygiene

1. **EPA methylene chloride (dichloromethane) ban** will impact chemistry-heavy labs and a few workshops. Chemical Hygiene Officer Skye Kelty will send an invitation to join a SJSU working group to address this ban out to folks with this chemical in their current inventory. Final EH&S guidance on this topic is expected over Winter Break with full compliance by Mar 2025. About 15 labs/shops are impacted-- including a large impact to Chem teaching labs.
2. **Biological specimen labeling**: based on OSHA investigation at a sister CSU, we need to update our labeling approach for biological specimens. Each specimen container needs to note the fixative used and the storage solution. Labels must each note: chemical name (in full), concentration, and hazard properties (flammable, toxic, etc). We are expecting this to impact the Biological Science dept museum, Moss Landing Museum, and some research labs. EHS has an intern that can provide support for labs/museums with substantial specimen collections. Reach out to Chemical Hygiene Officer Skye Kelty to set up a consultation.
3. **Legacy waste removal**: This academic year, we are working on removal of **unnecessary SJSU-owned gas cylinders** (primarily oxygen & acetylene). If any Oxy-acetylene welders need gas-- please contact Skye Kelty to access some excess inventory. For details about why we are worried about old cylinders, please check out the info in the compressed gas SOP.
 1. Update from 2023-24: initiatives to remove legacy controlled substances and mercury were extremely successful. Thanks to everyone that helped us remove these legacy materials! We were able to recycle a lot of the mercury in July 2024 -- no update about the final statistics yet, but some safety staff removed containers over 100mL and legacy equipment that had !OPEN! mercury reservoirs. Most safety staff removed over 100 mercury thermometers in their domain!
4. Transitioning to [RSS SOP documentation for training](#) by Nov 30. Set up a consultation with Skye Kelty if you are worried about meeting this deadline.

3. Laser Safety

1. **Laser Safety month will now be in Nov** instead of Dec based on popular demand. Save the date for inspections, authorization renewal, and SOP updates.
 2. Transitioning to [RSS SOP documentation for training](#) by Nov 30.
4. **General**
1. **EHS Office Hours reminder:** Office hours are extended to assist with RSS SOP transitions and risk assessments: **Additional EHS office hour time is available Mon 11-2, Tue noon-3, Wed 10-1 this semester.** Other times available upon request. RSVP to skye.kelty@sjsu.edu
 2. New EHS [one-page lessons](#). Let ehs@sjsu.edu know if you have an idea for another one!
 3. FDO is on a **seismic bracing campaign** for labs/shops- please work with safety staff during your Fall 2024 inspections to check your lab/shop.
 4. **Hallway door signs** are nearly in full compliance. If you don't have a door sign or your door sign is inaccurate, please fill out this [form](#). Depts can also email Skye Kelty directly if they need to make more global updates (like a change across a whole dept due to chair/tech transition).
 5. Safety staff were surprised during the past semester of inspections to find that lab/shop supervisor knowledge of **personal protective equipment (PPE) replacement and laundering pathways** was poor in some dept/colleges. Please work with your dept to make sure all new PIs are informed about dept PPE practices. EHS staff are available for consultations to help select safe PPE and conduct risk assessments. Dept/college leadership should be contacted for questions about budget & logistics. EHS insights are available under "personal protective equipment" section of this website:
https://www.sjsu.edu/fdo/services/ehs/resources-and-training/one_page_lessons.php
 6. **Most common violations from 2023-24:** Across the college, the last round of lab inspections revealed non-compliance concerns for each of these concerns in over 50% of inspection reports. We are hoping to see better compliance during the next round of inspections. EHS and your college safety staff are available for consultations as needed.
 1. *Furniture and equipment taller than 60" is SEISMICALLY ANCHORED to avoid tipping over.*
 2. *COMPREHENSIVE SIGNS in SJSU format are posted in designated work areas noting specific hazards, required PPE, any general safety information for the room, and emergency contact information.*
 3. *CHEMICAL INVENTORY is barcoded or otherwise entered into the RSS Chemical Inventory. SDSs are readily accessible for all chemicals in the lab/shop and are up to date. Unused chemicals and SDSs are removed at least annually.*
 4. *TEMPORARY CHEMICAL CONTAINERS (i.e., secondary containers or "in-use" containers) are labeled with the GHS*

symbols/words for each hazardous properties. The temporary containers must be labeled with the chemical name and concentration OR a "user-defined label" that includes an identification of the contents that is clearly communicated to everyone in the lab/shop.

- 5. CHEMICAL CONTAINERS are labeled with the chemical name, concentration, and the GHS symbols/words for each hazard property (e.g., flammable, toxic, corrosive).*
- 6. High OVERHEAD STORAGE is secure. Shelves are equipped with restraints or lips. Heavy items are stored on lower shelves. Materials are stored at least 18" below sprinkler heads or materials are stored at least 24" below ceiling if not sprinklered.*
- 7. NON-DISPOSABLE PPE is properly stored and cleaned (including professional coat laundering for work with chemical hazards). This could include eyewear, coats, gloves, helmets, hard hats, reflective vests, and fall-protection among other forms of PPE.*
- 8. Any sharp objects and blades are safely closed, sheathed, or stored. Sturdy Sharps and Glass Waste Containers are present, labeled, and less than 2/3 full.*
- 9. STORAGE is separated and segregated to prevent mixing of incompatible hazardous materials and waste (e.g., acids from bases; poisons from flammables; oxidizers from flammables; acids/bases from flammables or oxidizers, etc.). Storage shelves are anchored and constructed with lip guards. No chemicals are stored on the floor. Designated storage locations are labeled so that hazards can be distinguished and identified.*