

CAS Safety Coordinating Committee

Minutes

September 19, 2013 2:00-3:30 pm

I. Call to Order at 2:05 pm & Welcome New Members

1. Introductions for current members and introduce ARS USDA Representative Tom Garbacik
2. Attendees: Dave Bohnert, Carol Cole, Lowell Fausett, Dan Kermoyan, Tim Weinke, Jeff Wiseman, Jan Auyong/Carrie Burkholder,

II. Review and Approve Minutes and Agenda

No comments for July 18, 2013 minutes

III. Review SCC Procedure for Accident Follow-up

Follow-up conducted by EH&S for Medical treatment or time loss, but how to determine if CAS needs to follow-up, e.g., why happened and how to avoid in future. When should Safety staff contact units re: incident. CAS should know what is happening, what might happen elsewhere, what corrective action we can push out to others. But we do not want to add work for people.

Note, OSU requires submission of incident form for time loss/medical treatment, and the corrective action to be taken. Does CAS have access to Report of Accident form?

ACTION ITEMS:

1. SCC recommends that the DO appoint someone to the OSU safety committee that represents all of CAS/OAES. Jim Ervin already attends. Should his role be expanded? Jan to discuss with Executive Associate Dean Boggess
2. Options to pursue regarding incident reports:
 - i. Staff to recheck w/ Heidi M. regarding obtaining copies of incident form.
 - ii. Bill Boggess requests corrective action info from HR or asks units to send SCC/DO a copy. Better to get from HR but still an issue for HR because of confidentiality.
3. Ask Bill Boggess what follow-up is desirable.

IV. Review UHSC Meeting and Accident Reports

Jim Ervin discussed latest reports pertinent to CAS and items from recent Safety Committee meeting

1. Spray bottle broke. Accident did not occur on CAS property, but incident report not specific as to which unit was involved. Were people trained? Was equipment faulty?
2. High school student in July – radiator burn

ACTION ITEMS:

- a. Why can't Heidi list specific AES unit? Who was supervising the student?

V. Old Business

1. CAS Unit Safety Checklist update – Burkholder
 - i. Received 12/42, busy time, make clear what is needed on form.
2. Branch station farm training menu – Auyong
 - i. Responses from all but SOREC, will provide more comprehensive menu for BES's to use to supplement OSU basic training requirements
 - ii. Dan Kermoyan working with university IT to create position safety survey but it is slow going. SCC will be first to review
3. Administrators' meeting in November
 - i. Update on safety program will be provided, stress need for completion on requested items.
 - ii. Qualtrics survey will not be ready
4. Accident investigation training for supervisors – Burkholder
 - i. OSU does not offer official training. They offer an investigation form.
 - ii. Example of PowerPoint training from BGSU reviewed

VI. Action Item Follow-up

1. Submissions of Animal Care Disaster Plans by each facility to IACUC/Research Office – Auyong, Bohnert
 - i. ALAC, APHIS sheet
 - ii. (5) Common emergencies, specific tasks needed (e.g., 3 days food and water for each employee-each employee asked to have 3 days of MREs, but some items need adjustment for location), materials to use, list of all employees trained (annual or changeover of employees)
2. Trainer certifications for WPS and respirator fit – Ervin
 - i. ODA pesticide division – if have license for application, can do WPS training, or if took training (1993 broadcast, 90 minute online training)
 - ii. RFit testing process
 1. Burns hospital did fit testing for EOARC because staff were uncomfortable testing others. Lots of students and staff, so hospital does well with small fee. Hospital set up to do it.
 2. Elsewhere? How about fire & rescue?
 3. Corvallis clinic will do for minimal cost. (ARS)
 4. OSU Student Health Center charges a small fee for the medical, then Lance does the fit test/instruction.

VII. New Business - none

Next Meeting – November 21, 2013

Adjourned at 3:20 pm.