

UNIVERSITY SAFETY COMMITTEE MEETING  
March 30, 2017; ARC C Room 110

The University Safety Committee Meeting was called to order at 3:33 PM on Thursday, March 30, 2017 by David Shearer. The attendee sign-in is available at EH&S. Meeting topics included lab training; chemical hygiene; hazmat shipping; chemical inventory; respirator safety; injury summary; bicycle safety; and campus safety issues.

**1. New Online Laboratory Safety Training Class:**

Dave Schoep discussed and demonstrated a new online Laboratory Safety Training class that will soon be offered by EH&S.

- The on-line training will count as equivalent training to the current instructor-led EH&S Laboratory Standard class.
- The training was developed by the Safety Training Consortium (STC) which is administered by the UC Center for Laboratory Safety. The STC was founded by several research universities, including NMSU, for the purpose of developing safety training for the university research community.
- The training is designed to meet the laboratory worker training requirements described in the OSHA Laboratory Standard regulation (29 CFR 1910.1450).
- The training consists of 5 individual modules with a test at the end of each module. A final, comprehensive test is given after all modules have been completed.
- The training is expected to take approximately four hours to complete.
- One of the benefits of the on-line training is that training credits are transferable to any other university that is part of the consortium.

**2. Revised NMSU Chemical Hygiene Plan:**

Dave Schoep discussed a revision of the NMSU Chemical Hygiene Plan (CHP). A copy of the table of contents for the draft plan was handed out.

- The CHP will be a core safety document that departments adopt and attach additional, department / lab specific information to the plan. The core plan will include the basic rules for handling hazardous chemicals in university laboratories.
- The CHP was written to meet the requirements of the OSHA Laboratory Standard regulation (29 CFR 1910.1450).
- A working group of made up of department Chemical Hygiene Officers, safety personnel and select faculty will be formed to review and comment on the draft plan. An invitation email and copy of the draft CHP will be sent out to prospective working group members before the end of April.

### 3. Hazardous Materials Shipping Program Update:

Dave Schoep announced that Environmental Health and Safety now has the primary responsibility for the NMSU Hazardous Materials shipping program. The Physical Science Lab (PSL) will continue to serve in a back-up capacity.

- Hazardous Material Shipping procedures have been developed and published on the [EH&S Website](#).
- EH&S will serve the primary contact between the university and any regulatory agencies on issues related to hazardous material shipping. This includes taking a lead role on any inspections by external agencies.
- In addition the providing full hazardous material shipping services for the university, EH&S can also certify / authorize individuals who may need to ship hazardous material directly.
- Dry Ice Shipping:
  - Both the Dry Ice Shipping procedure and the on-line Dry Ice Shipper Certification training have been modified / updated. The procedures and links to the certification training are available on the [EH&S Website](#).
  - One key change is refresher training is required every 2 years to maintain the Dry Ice Shipper certification.
- The group was reminded that lithium batteries and equipment that contains lithium batteries are considered Hazardous Material / Dangerous Goods by the DOT and IATA. EH&S should be contacted prior to shipping lithium batteries or equipment containing lithium batteries.

### 4. Online Chemical Inventory – EHSA System Improvements:

David Shearer discussed recent changes to the online [chemical inventory system](#):

- The system vendor, HP Assist has updated “Emergency Response” report: on the EHSA database
  - In the event the fire department has to respond to a fire or incident in a building, this feature report will provide a chemical inventory report by room, by floor or by building.
  - Chemical hygiene officers can also access this report for their areas of responsibility.
- An “import” function as been added to EHSA
  - This will allow the import of new large chemical inventories from a spreadsheet into the chemical inventory.
  - This import will not replace the normal requirements for chemical verification and annual updates to fulfill Hazard Communication and CFATS obligations.

### 5. Respirator Safety Program – Changes and Fees:

David Shearer reported changes to the [Respiratory Safety Program](#):

- Campus Health Center will no longer complete medical questionnaire reviews for the Respirator Safety Program.
- EH&S has established a third party vendor (WorkMed) to complete the medical questionnaire reviews.
- There will be a fee (to be paid by the department). Fees and additional information are listed on the [EH&S Website](#).

## 6. OSHA 300 Log & First Quarter Injury Review:

David Shearer provided information on the [2016 OSHA 300 log](#). He briefed the audience on the following:

- In 2016 Lost time/Days lost declined
- In 2016 Work restrictions increased

Jose Gamon reported on injuries for 2017:

- 1<sup>st</sup> quarter 2017 – Away from work - There were 5 incidents for 149 days away from work.
- 1<sup>st</sup> quarter 2016 – Away from work - There were 6 incidents for 84 days away from work with 249 days restricted work.
- 1<sup>st</sup> quarter 2017 – Total incidents - There were 20 total incidents for 149 days away from work and 22 days restricted work.
- 1<sup>st</sup> quarter 2016 – Total incidents - There were 38 total incidents with 91 days away from work and 964 days restricted work.
- Reminder to all that a [Supervisors Report](#) needs to be completed and submitted to EH&S for employee injuries.
- The most common type of injuries are strains and contusions.

## 7. Bicycle Safety Program:

David Shearer reported the following:

- NMSU Bicycling Events are posted on [Bikes.nmsu.edu](#) and on the [NMSU Cycling Community Facebook](#).
- The BFU Taskforce has joined with the VeloCruces Biking Club in scheduling bicycle activities. A current list of [BFU Biking Events](#) is on the noted facebook website
- May (Bike Month) has many events planned throughout Las Cruces. The [Spring Bike Rodeo](#) will be in conjunction with the Aggie Safety Fair on May 6 and [NMSU Bike to Work](#) Day is May 19, 2017

## 8. Safety Concerns & Issues:

The following campus safety concerns were brought to EHS attention:

- Concerns regarding the key service after hours – This is not EH&S responsibility – This is done through Access Control (\$200).
- Pedestrian safety on University and Triviz – concern that cars were not stopping for pedestrians. Since University is a city street (Not NMSU) and

partially under NMDOT control, this concern was discuss with their representative. Further information will be provide to them by EH&S.

- Espina is now a two-lane street, with center turn and side bike lanes
  - Concern: lane confusion old stripes are still visible in places. Suggestion to paint again. EH&S will pursue with FS.
  - Concerns: traffic safety in left turn lane southbound at South Horseshoe, insufficient lane marking. EH&S will to work to add additional street markings “turn lane only” to correct.
- Concern about riding on sidewalk: If there is a bike lane, bikes shouldn't be on the sidewalk. EHS will have signs installed

With no additional items from members or community discussion, the committee adjourned at 4:36 PM.