Trent Amonett, Elected Co-Chair
tramone@wsu.edu | 509-335-7369

MEMBERS ("E" for employee, "S" for student, "M" for management)

<table>
<thead>
<tr>
<th>NAME</th>
<th>DEPARTMENT</th>
<th>DESIGNATION</th>
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<td>Amonett, Trent</td>
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GUESTS

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<tr>
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<tr>
<td>Battaglia, Jeff</td>
<td>Environmental Health &amp; Safety</td>
<td>Industrial Hygienist</td>
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<td>Ringo, Shawn</td>
<td>Environmental Health &amp; Safety</td>
<td>Director</td>
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INCIDENT REPORTS AND SUPERVISOR’S ACCIDENT INVESTIGATION REPORTS RECEIVED

Incident Reports discussed:
- An employee cleaning tanks with bleach solution got some of the solution in her eye.
- A student on the WSU-Vancouver campus fainted during lecture.
- Unmounted poster boards fell and hit student on the head, causing headaches. The student sought medical attention and was told a concussion was unlikely.
- A student employee fell on stairs at a conference while carrying a poster, injuring knee.
- A student burned themselves by touching a hot plate in class lab.
- An employee cut his finger on broken glassware that was unexpectedly in a lab drawer while setting up the lab for class.
- A student employee spilled nitric acid on the floor while prepping for class lab, and the acid splashed onto ankles.
- An employee hurt his back while unboxing a heavier-than-anticipated item.
- A student was resting her arms on the edge of a hood while working with acids in a class lab hood, causing a burn on the forearm skin. The burn was likely caused by sulfuric acid.
- A student poked a finger with a needle in a class lab.
A student cut her finger on broken glass.

Shawn Ringo:
This list is representative of the most frequent lab-related injuries, which are cuts and burns.

Shawn followed up on the incident where a bleach solution got in the eye of an employee. WSU has been cited by the Labor & Industries (L&I) after investigating incidents for not having an eyewash station within 50 feet or ten seconds of where the incident occurred. If WSU has another similar incident, the offending unit will likely be fined by L&I. In this case, there was an eyewash station in the immediate vicinity that the employee used. Unfortunately, the lab did not have a hazard assessment in place to justify PPE selection, and eye protection was appropriate for the situation. Hazard assessments are necessary to support PPE selection and not having a hazard assessment provides L&I another opportunity to find a reason to cite units. SOPs may function as a hazard assessment under the laboratory safety standard if PPE is specified.

Wade Lafferty:
When do citations from the State drop off?

Shawn Ringo:
It’s a rolling three years.

Units need eyewashes for anything that’s corrosive, toxic, or a strong irritant. If under the irritant category on any given GHS Safety Data Sheet a chemical is given a 1 or a 2, an eyewash should be nearby.

ACCIDENT PREVENTION PROGRAM REVIEW, UPDATES, AND IMPROVEMENTS

APP Chapters 2, 3, and 4:
Vote for approval to be published.

Ed Johnson:
It’s unclear in Chapter 3 under section E. Supervisors, that incident reports, and if necessary, supervisor accident investigation reports, are required when off campus.

It was moved (Wade Lafferty) and seconded (Ed Johnson) that Chapters 2 and 4 be approved as is, and that Chapter 3 is approved when Trent Amonett adds wording to clarify when injury reporting is needed.

The vote passed unanimously.

Trent Amonett:
I will publish Chapters 2 and 4, and I will publish Chapter 3 once edits are made.

The next chapters on deck are Chapter 17, Lab Safety; Chapter 24, Personal Protective Equipment; and Chapter 29, Safety & Health Training.

APP Chapters 17, 24, and 29 are available for editing on the Teams Channel. Please review and edit/add comments by March 17, 2023.
A special thanks to Zach Heiden, PhD, Chemistry, Ed Johnson, PhD, School of Biological Sciences, and Wade Lafferty, CAS Director, Operations, and IT, for their work on the APP Sub-Committee.

SAFETY INSPECTIONS PERFORMED

Safety inspections were not on the agenda and were not discussed.

SAFETY, HEALTH, AND SECURITY TOPICS DISCUSSED AND PROMOTED

Office of Research Safety Commitment.

Shawn Ringo:
EH&S has been working with Zach Heiden, and we’ve been trying to pull some standard operating procedures (SOP) together that are more generic in nature to assist labs where it would be onerous to prepare a separate SOP for each individual chemical. We’ve batched some chemicals into hazard categories to make things easier--strong aqueous acids and strong aqueous bases for example. Those tools are available at any time. However, it’s challenging to manage a large inventory so that each of the hazards and applicable SOPs associated with every chemical are communicated to laboratory personnel. We are looking at tools that will assist with that, but the 6% budget cut has caused us to step back that. What we have now will allow us to dump inventories into the new methodology once we get that up and running.

There are good resources available, however, and some of the Safety Data Sheet management tools that are good at identifying associated chemical hazards also come with an inventory tool which would move us away from reliance on homegrown spreadsheets. Some of these tools use chemical abstract service numbers, which helps in accurately identifying chemicals in each lab. There can be multiple names for any given chemical, so using the chemical abstract service number makes sense as any chemical then becomes easily identifiable across the system, and our primary goal in all of this is to support chemical hazard communication. Additionally, however, identifying hazards and grouping them into International Fire Code categories is important for WSU in terms of compliance and emergency response. For example, water reactive chemicals are a big deal because the fire department uses water for fire suppression. The same is true for large quantities of flammable solvents because of the fuel load that creates.

Creating chemical hygiene plans and inventories and getting those into lab SOPs is a matter of assigning the responsibility in the laboratory, and EH&S has made some progress on making that easier.

John Blong:
There are standard templates for standard chemicals that can be downloaded on the EH&S website, and what I brought with me to WSU are standard operating procedures that are procedure based. For example, if we're doing a particular type of analysis, then the SOP for that process lists the steps and the chemicals involved, and the safety data sheets associated with that procedure are attached. If we have our lab manual organized like that, would we still be considered in compliance?
Shawn Ringo:
Yes, procedure-based SOPs are fine, and they can also serve as the state-required hazard assessment to justify any personal protective equipment (PPE) that is selected for that procedure. It shows that you appropriately evaluated the chemicals used in the procedure and that you’re using appropriate PPE.

Ed Johnson:
Many labs have a certain number of procedures that they perform repeatedly, and it seems logical to have SOPs based on procedures, so having an SOP for every single chemical in the lab becomes unnecessary.

Shawn Ringo:
Yes. So long as the lab SOP identifies the controls and PPE necessary for a given procedure performed in the lab to keep people safe.

**Tri-Cities and Vancouver Involvement in the Pullman CAS Safety Committee**

Trent Amonett:
It was requested in our last meeting that we look to add CAS representatives from the Tri-Cities and Vancouver campuses to this committee. I reached out to both campuses and didn’t really get anywhere. Should we pursue this further, or no?

Wade Lafferty:
We should follow up with people in lab-specific units on those campuses that might be interested in being a part of this committee.

Ed Johnson:
Are there unit level safety committees on each of those campuses?

Shawn Ringo:
There is some variation on other WSU campuses, but the short answer is yes, but not yes across the board. Some units on some campuses depend on the campus safety committee, so CAS units at those campuses would get a lot more out of this committee than they would out of a campus safety committee. Being a part of this committee would allow them to engage with people who do like activities in Pullman.

Wade Lafferty:
Units on other campuses that would likely benefit the most are Chemistry and SBS.

Shawn Ringo:
The new safety officer for Vancouver is, I think, also a part time chemistry faculty member. Jon Anderson.

Trent Amonett:
Does our Accident Prevention Plan (APP) cover their campus also, or are they required to have one of their own?
Shawn Ringo:
If they’re working under the college, then the CAS Pullman APP could cover them also. If someone in CAS at one of the campuses were to be investigated by L&I, I could point to the CAS Pullman APP.

Wade Lafferty:
Having someone from both Tri-Cities and Vancouver on our committee would legitimize their use of the APP we’re currently working on, and having them on the committee would give them a voice at the table in its creation.

Asbestos Safety Training for Building Occupants

Wade Lafferty:
WSU Facilities Services now allows for painting self-help, which allows units to paint offices. There is an approval process for that, which includes safety training. Ladder safety is one, which can be completed on Percipio. Asbestos training is another, and Matt McKibbin at EH&S conducted a training recently that was recorded and which can be used by others in CAS that need to be trained. Most CAS buildings are old, and many of them have asbestos in the sheetrock joint compound, so the asbestos training would not just benefit units wanting to paint, it would also benefit anyone wanting to put up a wall anchor as done sometimes in labs.

If committee members have people in their units that should have this information and need to take the training, please contact Wade Lafferty or Trent Amonett for a link to the asbestos safety training video.

OTHER SAFETY, HEALTH AND SECURITY TOPICS DISCUSSED

- The 2022 Incident Report Summary was sent via email with the meeting agenda.
- 2022 OSHA 300 memos were sent to CAS unit safety committee chairs with the instructions to post the memo on their safety bulletin boards beginning February 1, 2023. The memo can be taken down April 30, 2023.
- New members to the committee welcomed and recognized:
  - Denise Hopkins, School of the Environment
  - Yuwei Kan, PhD, Chemistry
  - Charles Knaack, PhD, School of the Environment
  - Ellery Vincent, School of Biological Sciences/WSU Bear Center

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<th>Submitted by Name</th>
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<tr>
<td>Trent Amonett</td>
<td>March 8, 2023</td>
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Administrator Name and Title | Administrator Signature | Date
Trent Amonett, Dean College of Arts and Sciences | Todd Butler | 03/20/2023