

Protective Services and Safety User Committee Meeting
NCI at Frederick
April 11, 2016

The Protective Services and Safety User Committee convened at 9:35 AM with the following members in attendance:

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| <input checked="" type="checkbox"/> Terri Bray, Chair | <input type="checkbox"/> Tom Gannon-Miller |
| <input checked="" type="checkbox"/> Jerry Alexandratos | <input type="checkbox"/> Blayre Montague |
| <input type="checkbox"/> Rachael Bagni | <input checked="" type="checkbox"/> Sam Denny |
| <input checked="" type="checkbox"/> Lucas Barr (phone) | <input checked="" type="checkbox"/> Dina Sigano |
| <input checked="" type="checkbox"/> Jodi Becker | <input checked="" type="checkbox"/> Suzanne Specht |
| <input checked="" type="checkbox"/> John Beutler | <input checked="" type="checkbox"/> Sergey Tarasov |
| <input type="checkbox"/> Elizabeth Binns-Romer | <input checked="" type="checkbox"/> Gretchen White (phone) |
| <input type="checkbox"/> Deanna Gotte | <input checked="" type="checkbox"/> Robin Winkler-Pickett |
| <input checked="" type="checkbox"/> Jennifer Mariano | <input type="checkbox"/> Mary Kearney |
| <input checked="" type="checkbox"/> Janelle Cortner (phone) | <input checked="" type="checkbox"/> Jianjian Zhu |
| <input checked="" type="checkbox"/> Melinda Hollingshead (phone) | <input checked="" type="checkbox"/> Mike Addington |
| <input checked="" type="checkbox"/> Alma Fout (recording secretary) | |

Terri began the meeting with a motion to approve the January meeting minutes. There were no objections.

Combining PS&SU and OHS Committee:

- As discussed in the January meeting minutes, OHS has voted to merge groups, and a combined charter is being developed.

NIH Policy Change – PPE:

- The new minimum attire requirements will also apply to individuals who will be in the lab temporarily.
- Terri will be meeting with NIH personnel to obtain clarifications and will share information drawn from this meeting/request feedback from the group.
- FME is in the process of changing its uniform company. Alternatives that meet the new requirements will be researched immediately.
- EHS will be working closely Purchasing and C&A in regards to this policy change as it relates to subcontractors working on campus.

NIH Policy Change – Biological Materials Inventories:

- Significant focus on Inactivation procedures.
- Continuation from Clean Sweep efforts requiring safety committees to participate in inventory QA checks and the expectation for PIs to have inventory in PI dashboard.

- Reality is that we don't use PI Dashboard, though the expectation is that it be kept up to date. Jan-Feb 2017 should have QA check.
- Thought must be given to avoid duplication; not confuse chemicals vs. biologicals.

Annual Safety Refresher Training:

- This will roll out once PPE policy is finalized. It is in the training portal, but not advertised for this reason.
- Supervisors will need to take a separate training specifically for supervisors in conjunction with the training that applies to the type of work they perform.

Incidents Review and Discussion:

- The recent reports discussed point out the need for retraining, and the push for the annual safety refresher training.
- Discussions on integrating the chemical inventory system/Purchasing to minimize laboratory impact. Chemical disposition will be important for accounting.
- Would RFID tagging for chemicals be a future possibility? Among the benefits would be the amount of manual labor saved.

Annual Plan:

- Regarding item #12: Can Purchasing work with regular vendors on chemical volume restrictions?
- Regarding item #18: DMS is building a people database that is updated and synced with other applications.

Roundtable Items:

- Adjusting for areas that were designed before the corridor policy has presented many challenges with moves. "Corridor" = means of egress. Infrastructure items, such as ice machines, are allowed in corridor. Glassware storage, for example, is not.
- The 18-inch clearance policy for sprinklers and safety showers have presented challenges, especially given the various requirements for every lab space.

Meeting was adjourned at 11:15 AM.

The next meeting is scheduled for June 29th at 2:00 PM in Bldg. 549-B.