

San Jose State University
College of Science Safety Committee

Meeting Minutes

DATE: 5/12/22

TYPE OF MEETING: Zoom Meeting

Current membership:

Miri VanHoven, Michael Kaufman, Laura Miller Conrad, Bree Grillo-Hill, Philip Dirlam, Randy Kirchner, Nada Attar, Carlie Pietsch, Liam Stanton, Miguel Valero, Jocelyn Douglas, Christopher Smallwood, Victor Maraschin, Resa Kelly, Skye Kelty,

Call to order: 3:04 pm

Members present: Miri VanHoven, Laura Miller Conrad, Bree Grillo-Hill, Philip Dirlam, Nada Attar, Carlie Pietsch, Miguel Valero, Jocelyn Douglas, Christopher Smallwood, Victor Maraschin, Resa Kelly, Skye Kelty

Notetaker: Philip Dirlam

Announcements -

1. Recertification of Chemical Fume Hoods and Biosafety cabinets will be taking place over the summer; if you have one in need of certification please email Randy
 - a. Check if the equipment has been seen/checked by Skye by searching for photos in the shared folder: <https://drive.google.com/drive/folders/1-1UkDNjbKs1YdYbjBAQCJgRGUcn3KIEc>

Review of minutes: Review and approve previous meetings minutes

1. Approve April [Meeting minutes](#)
 - a. Motion to approve: Miri VanHoven
 - b. Second: Christopher Smallwood
 - c. Yes:10
 - d. Abstain: 2

Old business -

1. Lab coat updates?
 - a. Randy - Cintas up date: can coats be laundered two times/semester rather than weekly? what is the price?
 - i. \$1.05/coat (with minimum \$35/week regardless of how many get laundered)
 1. \$35/week min is firm
 2. To buy from Cintas: \$18.99/coat
 3. If a coat is purchased independently and sent for laundering there will be an initial cost of \$2.75 to have a barcode assigned.
 - ii. Note: Delivered on hangers (so may need racks to hang/store)
 1. The barcoding process will allow cintas to keep track of our coats (SJSU CoS) but not beyond that (to keep track of which groups)
 - iii. Move the Lab Coat Solution out to the Chairs + Miri.
2. Field Safety Program - Carlie update
 - a. Overall Purpose of the Document: Guidance and awareness to promote best practices. Specific field activities will have specific requirements (e.g. boating, diving).
 - b. [Draft of Field Safety Document](#)
 - i. Review of the draft will be completed by members of CoS safety committee and the corresponding subcommittee. The document will be distributed to the departments and be ready for F22 semester.

New business

1. Vic - Radiation & X-ray Safety
 - a. announcement about ability to do radiation in the Radiation Safety Lab
 - i. Safety Training and Manual available via a Canvas course with associated quiz to confirm/document training.
 - b. Request a pre-review for equipment grants, gifts and donations; who should this go through? ADRs?

- i. A review process may be established to screen equipment that involves ionizing radiation prior to acquisition.
- c. Radiation Safety written materials review
- d. Plan to post to website

Ionizing Radiating Materials or Equipment

SJSU and MLML faculty who wish to use ionizing radiation materials or equipment should contact the Radiation Safety Officer at 408-924-4818. To begin the process, first fill out the Health Physics Committee Use Application <insert link>. The applications will be reviewed as soon as feasible by the Health Physics Committee.

2. (Miri) An update to the COVID related protocols is being made to reflect current governmental (county) guidelines.

Year in review - Committee Achievements!

1. Lab coat laundering will be available to all lab on SJ campus through Cintas. Chairs and Miri will work on details for distribution and billing.
2. Field Safety Plan will be in place by Fall!
3. Communicated with departments critical information including new Chemical SOP roll out, BUA deadlines, facilities updates and more
4. Ensured that College Staff have safe places to take breaks and eat lunches

Next meeting: Next semester!

Adjournment - 3:34 pm