

Portland Community College

Sylvania Chemical Hygiene Committee Meeting Minutes

01/23/13 TLC Room CC223

2:00 p.m. to 3:00 p.m.

Attendees: Chris Ells, Elaine Hunter, Dietrich Steinmetz, Richard Dawes, Jacob Reams,

Members absent:

Patty Maazous

Paul Homlitas

Cathie Cookus

Old Business

- 1) Chemical Hygiene Plan (CHP) input on changes-Jacob Reams reviewed the plan and made the following suggestions:
 - CHP Section D on page 11 should be changed to reflect as the new chemistry teaching labs have storage cabinets in the rooms. The wording in section E 2. Should be used instead.
 - CHP Page 11 number 4 should be changed to reflect that primary containers and containers for long term storage need to be labeled, but every container can't be labeled with identity and hazards because containers must be labeled as unknowns for certain lab exercises. The same labeling issue is also on page 16 under section B.
 - CHP Page 15 that faces shield should not be required for working with more than 10ml of a corrosive liquid. The liquid should be handled in the hood.
 - CHP Page 17 the emergency procedures don't mention calling Public Safety.
- 2) Lab self-inspection-Jacob Reams conducted an inspection of the Biology Storeroom and had the following comments on the CHP Appendix 4 Chemical Storage Checklist
 - Under Storage Area section: Shelves for chemical storage don't need raised edges or rim guards in a cabinet.
 - Under Shelf Area section: Shelves are not labeled with weight limit and it's unclear how that information could be obtained.
 - Under Housekeeping section: There is no inspection log kept related to looking for chemical decomposition.
- 3) New Employee Training- A draft of the Laboratory Safety/Chemical Hygiene On-the-Job Orientation Checklist was reviewed. The following suggestions were made:
 - The checklist should be a self-directed sign-off instead of a trainer signing off on each topic covered.
 - Reading the Chemical Hygiene Plan should be a check off on the list

- There are items on the checklist that instructional techs need to know but instructors don't. Perhaps the items could be arranged by job group such as instructors, lab techs, work study students, and casual employees.
- In general related to training, that more guidance is needed about what type of training is needed for each job group, what training is department staff such as instructional techs responsible for providing and should new employees start attending the New Employee Orientation held the first Monday of the Month at Sylvania.

New Business

The upcoming renovations to the Engineering lab were discussed related to choosing acid cabinets and the waste from the metal polishing area. Elaine suggested that NWenvirosearch could review the issue related to the waste from the metal polishing area.

Next Meeting

February 21st, 2013