

**Portland Community College**  
**Southeast Chemical Hygiene Committee**  
**February 10, 2020 3:00-3:30**  
**SCOM 227**

Attended by: Evelyn Prater, Liz Rodrigues, Mike Mackel, Cheryl Arpan, Steve Ballew, Laura Horani, Heather Coleman

- I. Lab Inspections:
  - a. Emergency Maps in labs? => None in labs. The main evacuation map is in the hallways. Laura will contact Steve Morse in FMS to request copies of emergency maps that also show where the safe assembly areas are on campus.
  - b. 306 - tape up cracked wires of hot plates => Heather will have student worker tape hot plate cords on 2/14/2020
  - c. Remove sharps container in 306? => Much of the time, there is just regular garbage in this container. It is only used for a microbiology lab that may not be happening anymore. The consensus seemed to be that if students or faculty need a sharps container, they can go to 302 next door. However, before we remove it, Liz will check with Annie Crater, who is the lead faculty for microbiology.  
\*We got off on a slight tangent regarding sharps/needles. Right now there are no sharps containers in the bathrooms or locker rooms. The best practice is for students and employees to recap their needles after use and take them home. If you see needles/sharps, the custodial team all have a sharps container. Also, please notify public safety so we can track how often needles/sharps are found.
  - d. Post a waste emergency guide for 317 => Heather has already taken care of this. There wasn't a guide posted in 317, but all of the guides needed to be updated to include Laura's name and phone number.
  - e. Get a secondary containment for any oxidizers. => Per Heather, in Room 317, the oxidizers we have in our inventory are: Iron (III) nitrate 9-hydrate, potassium permanganate, and sodium nitrate. We should have something in-house we could put them in to separate them rather than having to buy a tray.
  
- II. Do an inventory of chemicals and remove ones that are no longer used in labs. Conversation with instructors to make sure those labs are not coming back. => This was last done in Winter 2019. Heather will do this during the break between winter and spring terms. It's important to do a chemical inventory annually.

### III. Training Review

- a. EH&S presentation => Positive feedback. So short, to the point, and there were weekend sessions with donuts. :-)
- b. Online training => convenient for faculty to do anytime
- c. Lab specific => faculty would like it on the same day as the EH&S presentation. However...EH&S may not be doing F2F presentations in 20-21 because now so much of the information is online. The science deans will meet in April 2020 with EH&S to decide what should be included in the annual training. The lab-specific training focuses on useful information such as how to report an incident and varies from year to year. Laura asked Mike & Heather and Liz & Steve if the lab-specific training could happen sometime during inservice week in September 2020 to make it more convenient for faculty.

### IV. Other issues/concerns?

Evelyn reminded the team that the Hood certification will happen at Southeast on Wednesday, March 25th during spring break. An outside contractor and Evelyn will come to inspect the hoods and see what, if anything, needs to be repaired.