Minutes for the September 8, 2017 Meeting of the Sharp Campus Safety Committee
CEOE’s School of Marine Science and Policy (SMSP)

PRESENT: Bill Fendt (EHS), George Luther (Chair), Joe Scudlark (Vice-chair), Jon Swallow and Chris Petrone.

NOT PRESENT: Bruce Campbell, Chris Grasso, Adam Marsh, Matt Oliver, Donna Simpson and Ed Whereat.

1. Laboratory Inspections.
   We did not send notices out for inspections as there has been significant change in SMSP due to retirements and staff lab changes between Smith and Cannon labs. Joe Scudlark and I will have a new schedule by the end of October so that committee and self-inspections can be performed in November.
   Faculty can perform self-inspections using the Bioraft research management platform (www.delaware.bioraft.com) for their laboratories.
   Bill Fendt gave more statistics from the Bioraft program showing that the March inspections and the response by researchers to safety items and issues went well. Bill also noted that compliance to safety trainings has increased, but there are still about five people, who are delinquent in updating their safety training.
   Bruce’s staff does quarterly building inspections.

2. Significant items found during inspections.
   PEL 122 fume hood needs to be inspected.

3. New graduate student safety orientation. Joe Scudlark provided general safety orientation to new CEOE graduate students (SMSP, Geology, Geography) on Monday, August 28, 2017. Faculty need to provide specific RTK and chemical hygiene trainings to their personnel as soon as possible.
   Students who could not attend were referred to the EHS website (http://www.udel.edu/EHS) for an online safety orientation.
   Our CEOE safety web site is http://www.ceoe.udel.edu/about/campuses-facilities/health-and-safety

4. Undergraduate student semester in resident (SiR) training. Joe Scudlark provided an orientation for the students on Friday, September 8, 2017. The training included general safety tips regarding fire and building evacuation as well as where are the Lewes health services.

Jon Swallow indicated that the Coast Guard auxiliary small boat safety course could be provided for the students on a Saturday sometime early in the fall.

5. Summer REU intern minor accident. A student suffered a minor cut that required stitches at the Beebe Hospital emergency room. The student was removing a label from a jar and had first used soapy water to try to remove the label. When the label did not easily come off, the student started to use a utility knife to remove the label. Because of the soap, the safety knife slipped and cut a finger.
6. **October 1 Coast Day preparations.** Chris Petrone is getting the proper permissions for the tents. He indicated that the UD ambulance will be here all day; he also anticipated the Lewes ambulance would be available as well as the police department. It is possible that the state police helicopter will be here as part of Coast Day. There may be as many as five ships available including the Daiber, the Sharp, the Del River, then DNREC first state boat, and Lewes fire boat.

7. **Compressed gas cylinder cage update.** At one point in the summer, all positions in the gas cylinder racks were filled with compressed gas cylinders. In addition many labels identifying the owner were missing or illegible from having been stored outside the past year. Joe Scudlark and George Luther did an inventory of compressed gas tanks that were not being used, and a representative from Techgas helped identify empty tanks and assign ownership. Thus, it was possible to remove a total of 18 tanks from the storage cage. As a result, approximately half of the positions in the cylinder racks are now empty.

8. **Safety webpage update needed.** Our webpage is at [http://www.ceoe.udel.edu/about/campuses-facilities/health-and-safety](http://www.ceoe.udel.edu/about/campuses-facilities/health-and-safety). The site covers many items including field safety tips, scientific diving and shipboard safety (boat safety and standard operating procedures). We need to update items such as the list of committee members, orientation notes, emergency guidelines for evacuation (see attachments to these minutes), small boat standard operating procedure, lab inspection form and EHS training/quiz.

9. **EHS and committee announcements and comments.**

- Bill Fendt encourages all laboratory personnel to use the Bioraft website for laboratory self inspections.
- Bill Fendt mentioned that there must be lids placed on bottles disposed in solid waste containers. If bottles are not properly clean, odors can emanate from bottles with no lids.
- Members of the committee noted that there was no waste pickup for the month of August, and that email reminders had not been sent to faculty. Bill Fendt indicated that he would ask the appropriate EHS staff to contact Joe Scudlark.
- Bill Fendt asked that the committee be proactive in getting SMSP staff to complete their reports and trainings on time.

The EHS web site is at [http://www.udel.edu/EHS](http://www.udel.edu/EHS)

The next meeting is tentatively scheduled for December 1, 2017 at 1030 AM in Cannon 202.

Respectfully submitted,
George Luther