

Minutes of the NS Division ES&H Committee

May 31, 2007

Meeting Minutes – Minutes will be sent out to everyone via email. Corrections will be forwarded to Frank Rosado. No need to review minutes.

Attendees: Dennis Collins, Brian Fujikawa, Daniela Leitner, Paul Fallon, Jorgen Randrup, Frank Rosado, Barbara Tuse, Linnea Wahl, Marty White

- 1) Safety Stats Review (Handout)
 - Guest stats cause numbers to look worse than they are
 - Lifting – 100% compliance
 - Ergo Training – 89% compliance
 - Stats for evaluations are in good shape
 - Discussion of automated notification of training needed
 - Supervisors are responsible for seeing who has/has not completed training
 - Can ALL training reminders be automated? Not just JHQs?
 - JHQ Completion – 47%; These are preliminary stats; Numbers are low because of Guests; 147 of 174 not completed are Guests
 - Waste Mgmt – 94% compliance
 - Required Training Completion – 88% compliance
 - CATS – 97% compliance; All corrective actions are on schedule
 - Chemical Inventory – Needs to be completed by September 2007
 - Frank Rosado will make sure the chemical inventory is completed
 - Rad Work Violations – 4 Level I violations

- 2) MESH Review
 - July 9-13, 2007
 - Notebook is assembled by Marty White and submitted to MESH Committee, based on MESH Questionnaire (Handout)
 - Specific attention is given to past MESH violations
 - Concerns: RWA violations and seismic bracing
 - Have we improved on this? RWA violations are a challenge for NSD
 - Some work still to be done with seismic bracing; This is a Facilities issue

- 3) NSD Ergo Plan
 - Linnea Wahl has drawn up a plan (Handout)
 - This is just a Draft; Changes can still be made
 - Focuses on office ergo only
 - Include in plan that NSD has a systematic approach to see that everyone in the division who needs one receives an ergo evaluation
 - This plan will be included in the ISM plan
 - NSD currently has 3 evaluators (Linnea, Frank, Marty)

- 4) Qtrly Walkthroughs

- These are not being completed in a timely manner; This is an issue
- Still 6 that have not been done
- Email vs. hardcopy
- Quarterly vs Regularly; No concrete date on these need to be done
- It is now time for most recent walkthroughs to be done
- A notice will be sent out next week, due by end of June

5) B88 Safety Meeting (June 1, 2007)

- Common sense safety reminders
- MESH Review
- Wearing sandals – prohibited @ B88
- Lockout/Tagout reminders
- Bldg evacuation guidelines
- Confined space procedures
- Crane safety
- Lab space review reminders

6) Future Meetings

- Every other month
- Next meeting: Early August
- Email preferred for reminder