

San Jose State University
College of Science Safety Committee

Meeting Minutes

Thursday October 12, 2023 at 2:45 P.M.

ISB 132 / Zoom

Membership: Christopher Smallwood, Philip Dirlam, Craig Clements, Fabio Di Troia, Yan Zhang, Sonia Singhal, Nate Bogie, Randy Kirchner, Victor Maraschin, Jocelyn Douglas, Skye Kelyt, Miri VanHoven (CLS, PD, CC, FDT, YZ, SS, NB, RK, VM, JD, SK, MVH)

Call to Order: 2:49 pm

- Members present: CLS, PD, CC, SS, NB, RK, SK, JD, MVH
- Members absent: FDT, YZ, VM

Minutes:

- Minutes for 9/14/2023 need to be approved.
 - Move to approve: PD, 2nd CC
 - Approved. Unanimous

Old/Recurring Business:

- ISB Updates
 - Everything is progressing as expected. The next move phase will hopefully start the second week of January. Hope is to complete the remaining moving by Jan 16. Offices will move on/by Jan 11. There will be some short transitions (2 day turnaround) where biology moves out and physics moves in.***
 - ***Super Tentative
 - All spaces will have undergone a decontamination inspection before the move occurs and a post-move inspection will be completed before liability for the new spaces are transferred.
 - Regarding the move of other departments into DH upon final move into ISB:
 - MAQs (maximum allowable quantities) of hazardous materials need to be accounted for and part of this move budget and logistics will be utilized to address this.
- DH Flooding Updates? Any progress on a timeline for repairs and/or funding source?
 - Further along in the process. The floor in the basement that ripped out and left with "leveling compound". They are in the process of identifying contractors, sorting out funding, and scheduling for repair/"refinishing" of the floor. CLS would like a copy of the list of the spaces and details regarding this process.

New Business:

- Safety door signs

- There are new signs that address the requirements and notices of hazards, PPE
- RSS chemical inventory system & inspection analytics used by EHS,
 - Basic requirement is that one time a year the inventory is updated/rectified. This is what is used to address the MAQ limits.
 - ehs.ucop.edu/chemicals is the link to the landing page and the inventory management
 - MVH would like this link posted to the CoS Safety Resources website
 - Analytics of the inspections data are going to be analyzed
- FFE permit processes,
 - FFE = fixtures, furnitures, and equipment
 - Very inefficient, what can be done to improve?
- A new exemption process for the IBC
 - Prereview by the biosafety officer that will allow for the PI to address concerns and possibly allow for an exemption to be granted prior to needing the entire packet of paperwork be submitted.
 - Formalizing the deauthorization process for those who are vacating/retiring/leaving SJSU
- For next time: Lessons learned about lab transitions as we prepare for the next phase of moves.

Adjournment: 3:31 pm