

**MT Tech Safety Committee  
Meeting Minutes**

October 1, 2024 @ 10:00 am in the Kelley/Steward Conference Room

In attendance: Jackie Timmer, Scott Rosenthal, Erik Castle, Mike Haldane, Deepa DeSilva, Jack Grochowski, Julie Muretta, Janet Coe, Sarah North-Wolfe, Marissa Morgan, Ron Muffick, Layne Sessions, Matt Stepan, Katie Hailer

- Explanation was given about the combining and separation of the ERM Committee and the Safety Committee. It was determined that having the two together was not meeting the needs of the campus community; therefore, each committee will run separately, but with some representation on both to keep both committees informed of information.
- The committee would like to be an active committee for the entire campus and getting involved with lab/workplace inspections, procedures, etc.
  - Checklist will be provided
  - Training on what to look for (building, lab, outside, etc.)
  - Mailroom procedures for chemical deliverers
  - Custodian procedures for lab cleaning, exiting a building, etc.
  - Training for students (Graduate and Undergraduate) in research labs – performed by PI and/or lab instructors
- Use Weekly Update and ASMT Weekly Line-up to post safety awareness announcements.
  - Along with Faculty Senate, and Staff Senate to disseminate the information
- Make “focus areas” with topics underneath
  - Lab/Environment
    - Lab inspections, chemicals, eyewash/showers, etc.
  - Building Access / Infrastructure / Traffic
    - Keys
    - Emergency exits
  - Health and Wellness
    - Ergonomics
  - Cybersecurity: Jennifer Simon, Alan Christensen – just get an update on progress?
  - Emergency Preparedness: Jason Grimmis – bring in quarterly for update to group?
- Make subgroups:
  - Communications: help with safety awareness topics for Weekly Update and ASMT Weekly Line-up
  - Physical (feet on the ground): doing inspections of labs, buildings, grounds, etc.
- Campus Training:
  - First Aid/CPR training (Cal Clark, Nursing Instructors)
- Funds available
  - Reprinting CHP
  - Signs for labs
  - First-aid kits/spill kits (purchased by departments)
- Safety Committee on-line page - update

**Action Items:**

- Member: Metallurgy/Mineral Processing – Jerry Downey
- Member: Student representation – ASMT President – Taylor Liva
- Create a survey with top priorities

**Next Meeting:**

- November, Jackie will send a Doodle poll