



JEFFERSON LAB EH&S COMMITTEE MEETING
August 6, 2004
9:00 AM - 10:30 AM, CEBAF Center Room A110

Attendees:

Jefferson Lab EH&S Committee Members:

James Murphy (Chairman)	Robert May
Linda Even (for Carter Ficklen)	Dennis Skopik
John Kelly	Sandy Prior

Jefferson Lab EH&S Committee Advisors:

Erik Abkemeier

Others:

Eric Hanson	Hugh Williams
Bert Manzlak	Mark Waite

1. Agenda was accepted as written.
2. Pedestrian Safety/Sidewalks on Site. Construction of sidewalks along SURA Street is currently part of the draft 10-year site plan. The committee suggested two additional sidewalks that could significantly improve safety: extend the sidewalk in front of Building 85 (MCC) to Buildings 87 and 89 and put in a sidewalk across the field near the accelerator gate to the Counting House. This "shortcut" is used even in bad weather and there is concern that sooner or later we will have a fall injury there. Murphy will forward these suggestions to Rusty Sprouse for possible inclusion in the 10-year plan.
3. Status of Environmental Management System (EMS) Efforts. JLab is required to have an EMS in place by 12/31/05. An implementation team has been chosen and trained. Identification and documentation of "environmental aspects" is nearing completion. Documentation of significant aspects and associated goals is to be complete by 9/30/04. Although JLab's environmental performance is excellent, establishing a certifiable EMS is still a large undertaking.
4. Lock, Tag, Try Audit. The annual audit (led by Tom Carsten along with Mike Davenport) is underway. The report should be complete by September.
5. AED Status/New Locations. Five additional AEDs will be purchased as soon as a new model is evaluated. Dr. Chandler recommended locating them in the Test Lab, EEL, Counting House, ARC and CHL. The committee suggested nearby Building 89 rather than the CHL, which is locked and inaccessible after hours. Murphy will forward the suggestion to Dr. Chandler.

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6. Golf Cart Safety. Golf carts have been "clocked" at 25 mph in 15 mph zones on site. Without speedometers staff may be unaware of their speed. John Kelly will forward to Facilities Management the suggestion that the radar unit be left out so that golf cart drivers can learn what 15 mph feels like. The Division Safety Officers will remind their divisions that golf carts are to obey all traffic rules including the speed limit and stop signs.
7. EH&S Manual Paper Copies. The number of controlled paper copies on site has been minimized because maintaining them is resource intensive and most staff have easy access to the electronic version. However the need for a paper copy in the Counting House has been identified. Questions discussed include what criteria determine whether a paper copy is needed, do controlled copies need to be audited periodically to ensure their integrity, and are there good alternatives to paper and web-based copies, *e.g.* CD-ROMs.
8. Electrical Safety Improvement Team Report Findings. Ed Martin summarized the team's findings for the Committee. The Lab Director is reviewing the team's report.
9. Material Handling Safety Improvement Team Report Findings. John Kelly summarized the team's findings for the Committee. The Lab Director is reviewing the team's report.