

# Safety Coordinator Bootcamp

## Small group results

### 1) Questions

1. Is "this" policy included in staff orientation
2. How do we make sure we all follow sink disposal rules? (campus wide)
3. How can we communicate with shared labs in the same space to know what they are working with ( hazards in that same space)
4. Whose job is it to assign the people in regard to the legal/regulatory ultimate responsibility ( how to moderate responsibility as you go up the chain)
5. How to ensure proper training for people who are in lab for short time
6. For people who are passing through labs (FedEx, UPS, etc.) do they have to follow same safety rules (PPE) who trains them (admins etc. is there a baseline)
7. Do EHS staff do walk throughs or reach out efforts for the respective areas
8. Is there an expectation for safety liaisons to get their inspection reports?
9. **What about for dual appts and different departments is physical space vs ltr appt (not sure what they are trying to say. Too many abbreviations)**

1. Who supplies U&S stuff
2. accident-->911 or?
3. Accommodations for disabilities, sickness, pregnancy, etc
4. When to report
5. Who has authority to send injured
6. Does somebody need to go with
7. Who tests eyewash/showers
8. How far do we render 1st aid
9. Who is near-miss
10. People who do not exit when fire alarm
11. response/liability for PPE? Definition of groups
12. MIOSHA accident reporting
13. Finance associates for U&S

1. Who's paying for this
2. Why is that important
3. Why take training which does not apply to me
4. How is it relevant
5. Dedicated effort or add on
6. I have always done it like this and never been injured
7. Changing policies..why? (coming from top)
8. Does that happen here? How to get info out
9. Training for undergraduates

1. How do you get people to comply
2. Where do we find resources
3. How do we help with SOPs
4. What should we be helping with
5. How do we change the culture of the entire college
6. Housekeeping
7. Faculty don't hold students/staff accountable
8. Whose job is it to oversee shared space

9. Social science- how can we integrate this thought process/behaviour into people's lab/shop life
10. Funding for facilities to have a safe work environment. remodel/new
11. Grants don't fund lab managers

1. How do we comply with safety glasses visiting other labs
2. How do we get facility staff /plant workers to comply
  - a. Resistance?
3. Consistent messages for maintenance in BL2 labs to wear glasses or not to
4. Is there a better way to share field work info? What constitutes a lab?
5. How to get researches to comply with safety interlocks/guards? (convenience trumps safety)
6. Authority when staff are not compliant - who do we go to

1. Who do you go to
2. After you point out something, are you done
3. How do you get people to invest (money and all of the above)
4. How do you connect new PI to the right safety people
5. Can i make them all wear shock collars/tasers
6. How do you get faculty/upper level resisters to comply
7. How to handle stuff you see in other buildings/lab not your own
8. How do you handle near misses
9. What happens after all the reporting happens
  - a. Where does it go
  - b. Who responds
  - c. What's the follow up
  - d. How to handle excuse making

1. How do we customize the EHS rules to apply to us
2. How do we get the PI involved
3. How do we balance education and safety
4. If someone on North campus get hurt where do we take them
  - a. Web, info, location
5. What are the reporting requirements when intellectual prop is involved
6. What are allowable deviations from the rules
7. How do you remove people's false sense of security

1. Why do i have to wear safety glasses
2. How often do i need to check/inspect labs
3. Whose role to put on new student orientation
4. How do we maintain compliance
5. Are undergrad/grad students taking classes receiving safety training
  - a. Who provides this
6. How is environment health handled

## 2) **Challenges**

1. Users of studio (faculty etc.) claim to know what they're doing (maybe/maybe not)
2. Language barriers
3. 24 facilitates difficult to keep tabs on
4. Making sure the right people have the right access
5. Make sure everyone is compliant using non police attitude, but firm
6. Maintaining level of expectation for safety
7. Changing PI's mind about interaction with day to day lab duties

8. Common communication around safety (everyone busy/how to be efficient)
9. How to handle the bad eggs - those people who are just barriers to safety

1. Building design
2. Compliance
3. Authority - gaining respect
4. On boarding - guidelines - sharing process
  - a. General staff and lab managers
5. Rapid turnover - not knowing what training they have had
6. Training credentialing - how do we all know what people are trained in
7. Standardization areas have different standards, why?

1. Undergraduate students
2. Changing the culture
3. Cultural differences
4. Current awareness - without punishment/public hearing about it
5. Resources
6. Communication (mode)
7. Two way communication with DPSS
8. Tools to enable responsibilities

1. Who to call
2. Completing goals
3. Lang barriers
4. Arrogance
5. Fac vs. staff
6. EHS!
7. Workflow changes
8. Time!
9. Staffing/participation
10. Implementation
11. Turnover
12. "Short-timer" standard
13. Read the material
14. Money!
15. routines /compliance

1. Dealing with "revolving" door of new faculty, staff, and students
2. How much actual support/authority you're given by PI
3. Overcoming overconfidence barrier of everyone coming into lab
4. Finding line between being helpful vs overstepping and impeding progress
5. Community importance of safety
6. Understanding how lab equipment works
7. Finding funding for communal PPE

1. Getting people to listen
2. Talking to people you aren't family with
3. Finding time
4. Engrained practices
5. Enforcement - where's the carrot or stick? Can a lab be shut down? "Is that a thing"
6. How to get buy-in from more senior PIs who don't even go in the lab/aren't around

7. The negative reputation being a safety promoter (SC)
8. Not having all the info to address questions/and a regular job to do
9. How to keep up with all the changes in the CHP/regulations etc
10. Feeling of not being able to fix problem e.g. building issues/facilities

1. Veteran faculty/staff set in their ways
  - a. We've always done it this way
2. Some follow the rule and some don't
3. Jurisdiction - outside companies/departments and our own unit
4. Explaining the "WHY"
  - a. Why we do what we do
5. People being discourages in reporting
  - a. Folks in the downstream
6. Training undergrads that work with post docs
  - a. Universal baseline
7. Frameworks for the relative risks
8. Would like more EHS in-person training
9. Language barrier

### 3) **Goals**

1. Power- currently feels helpless - having authority
2. Better at updating chemical inventories - EHSA
3. Annual self inspection checklist
4. Know who the other coordinators are
5. Share responsibilities instead of silo work

1. Experts to explain new policies
2. New ways to engage
3. Better understanding of available resources
4. Include videos with online training

1. Become more educated on safety standards and be a good model for my group
2. For safety compliance to be second nature for all staff in lab
3. Be more of a service provider for the lab and have the lab communicate more with me. More lab walkthroughs for safety help

1. Make sure students are safe in the lab, not just tell the rules but make them understand the importance
2. Establishing metrics that demonstrate continuous improvement and what metric will the LRSC want to demonstrate success
3. SC role as service, guiding them to safety instead of directing
4. As SC build a network across communities, and campus to promote safety in similar disciplines of research

1. PPE in spaces
2. Don't lose anybody
3. Walk the space
4. Establish peer network
5. Integrate H&S with learn goals
6. Caution of training/cross training
7. Develop greater safety culture
8. Proactive not reactive

9. Teaching of safety
10. H&S value for entire group
11. 3rd party contractor and safety issues
12. Repetition
  1. Customized training
  2. Amnesty program - chemicals
  3. Establish an in person lab specific training
  4. Develop type of trainings. Chem lab, molecular lab
    - a. We would have to have trainings for each type of lab
  
1. Empowerment without penalty
2. Continue education
3. PT involvement/leadership/accountability
4. Across university- labs need to respect safety when visiting other labs
5. Recognition/reward system
  
1. Being able to find the information on the web page
  - a. Ensuring all hyperlinks are correct on the website. (e.g. IBC research website, IACUC)
2. Training for undergraduates that are doing research in labs by January 2018
3. Make the message palatable so people want to do what you say: immediate/ongoing
4. Immediately communication for consequences for noncompliance
5. Paint, no go zones, equipment indicators, before plant opps because doing it themselves
6. Communication to changes of regulations
7. Protocol changes need to continuously evolve not just in response to inspections immediate
8. Database for waste/chemical disposal for new chemicals with unclear SDS sheet info
  
1. Understand my role as safety coordinator
2. Creating a self-sufficient safety environment culture that continues indefinitely
3. Creating a community safety network to share ideas, issues, etc
  - a. Could be regional, site, etc
  - b. Some place to share
4. Create a generic safety checklist for faculty, students, and staff maybe include in class curriculum at onset of class, research, activity, etc by May 2018
5. Create lab equipment training for everyone
6. Understand relevant regulations for my group
7. Each lab needs a bin for safety glasses at door for visitors

#### Recommendations to UM leadership

“What does our safety coordinator community need from Administration/Leadership?”

- Open spaces (laboratory and space design) is a large hurdle
- More risk assessments for specific lab areas
- Update equipment
- Safety compliance as part of evaluations (at all levels).
- Official recognition of safety contributions
- More effective communications
- Getting the message to users in a clear way
- Funding for implementation (especially for new standards) and maintenance

- Getting time release/money for safety coordinators efforts
- As there are new safety standards the University needs to financial support changes
- Break spaces where lab prevents food/drink in lab funded by the university
- Rewards/Incentives for correct actions
- Updated list of vocabulary each year, to define language to talk to incoming students each year
- Mechanisms to disseminate information to students-EHS repst to help with conversations of requirements to faculty & staff
- Granting authority to safety coordinators, so that faculty & staff know where to turn
- Definitive information on who does what where
- Effective communication pathways
- Putting financial support and investment into solving problems-infrastructural lab design challenges
- More or better crosstalk between systems: Injury reports with Occupational Health and EHS to eliminate redundancy
- Faster investigation fact finding after incidents-dedicated investigators
- A Reward/Punishment System
- Forum online/communication tools/best practices
- Near-miss sharing
- Communications on importance of safety
- Infrastructure
- Personnel
- Funding
- Networking
- EHS faculty liaison (self inspections)
- Updated facilities and infrastructure
- Specific funding for “safety”
- Building/facility renovation/redesign/restructure
- Indirect costs toward lab safety coordinators/lab manager salary?
- Financial reward system for people who meet certain safety goals
- Virtual networking/directory/forum
- Webinar portal on specific topics, current events on safety, highlights of specific risk/case studies
- Financial resources to update to safety equipment and for changing standards
- More risk assessment from EHS to the labs in a timely fashion
- Ability for increased networking
- Mcommunity group (self-join)
- Events, training
- Sharing information
- Near miss/incident summaries
- Getting data: current info sharing is vague
- Funding (central) for PPE
- Increased faculty education and accountability
- Provost involvement, UMOR working together
- New faculty orientation
- Refreshers for more senior faculty
- Money to renovate lab space so they are not open lab spaces, making compliance difficult
- More individual risk assessments for each area as the diverse groups at UM don’t fall under a one-size fits all mentality
- Professional communication material available for distribution within departments (education materials)
- Periodic (weekly, monthly) email communications with a certain safety theme and eye catching communicated-powerpoint, videos, etc.
- Facility (updated infrastructure, maintenance, etc.)
- Vetting of lab users-credential verification

- Clarify scope of responsibility also chain of command
- Waste disposal/environmental hazard guidance, campus wide standards
- Consequences/penalties involved with unit or individual users, etc.
- Training
- Financial support
- Defibrillators/safety stations in each building
- Supervisor support
- Department safety coordinator professional appointment
- PI support to implement safety procedures
- Safety needed for vendors, contractors, PPE
- Re-certification
- Conferences education refresher
- Training
- Uniformity of requirements across departments