

## **BSEL Safety Meeting Notes**

**Meeting Date:** January 21, 2026

**Notes:** Cristy Glen/ Aftab Ahamed

**Attendees:** Josh Heyne, Birgitte Ahring, Hanwu Lei, Aftab Ahamed, Sanjaya Lokugama, Jianan Zhang, Chenxi Wang, Fitria, Shiva, Usman Khan

### **Topics of Discussion:**

**October Meeting Notes-** Approved

#### **BSEL Shared Freeze Dryer Back in service**

Sanjaya announced that the shared freeze dryer has returned to service following an extended period of downtime. He reminded all users to strictly follow the previously circulated protocols and emphasized the importance of signing the logbook for every use. Sanjaya will provide advance notice via email for scheduled maintenance, such as pump servicing and defrosting; meanwhile, users are instructed to contact him immediately regarding any equipment issues and must refrain from attempting any self-repairs.

#### **Shared 2L Parr Reactor update**

Sanjaya confirmed that the shared 2L Parr Reactor is back in operation and noted that the updated user schedule (prepared by Aftab) for the next four months is now available. He requested that users contact him directly if any issues arise with the instrument and reminded the group to report malfunctions immediately

#### **Lab Doors Must Remain Closed**

Sanjaya reminded the group that all laboratory doors must always remain closed to ensure site security and safety. He further clarified that anyone requiring access to a lab managed by a different Principal Investigator must first obtain that PI's approval; the PI must then email a formal request to Cristy, who will coordinate with Scott to authorize the necessary access.

#### **Shared Lab Space Cleanliness**

Aftab emphasized that users must clean their designated areas and remove all personal items immediately upon completion of their work to ensure the space is ready for the next user. Additionally, he noted that laboratory sinks are not to be used as storage areas and must be always kept clear.

#### **Distribution of Safety Meeting Notes**

Sanjaya requested all attendees to share these safety meeting notes with all members of their respective labs, particularly information directly affecting their specific lab group. He emphasized that representatives should take notes during the meeting to ensure accurate communication with their colleagues. To improve accessibility, Sanjaya announced he will

work with IT and Kyle to update the BSEL webpage, ensuring that general meeting minutes are available online for all department members to review.

### **WSU-TC Campus Safety Meeting Update**

Aftab shared an update from the WSU-TC Campus Safety Meeting, noting that Scott has been reelected as the Campus Safety Committee Chair.

### **Round Table Time**

- Shiva: Reported that the HPLC system experienced high-pressure issues which were resolved with Sanjaya's assistance. She requested that all users promptly remove their sample vials once runs are completed to ensure the instrument remains available for others.
- Aftab: Announced that Shiva will be departing BSEL in two weeks.
- Xiao: Confirmed he spoke with Scott regarding the high volume of chemical waste currently being generated at BSEL 270. He is investigating methods to reduce waste and plans to benchmark these levels against similar chemistry labs at the Pullman campus and PNNL.
- Sanjaya: Followed up on the HPLC high-pressure issues by emphasizing the necessity of proper sample preparation. He instructed all users to strictly use 0.2  $\mu\text{m}$  filters, rather than 0.45  $\mu\text{m}$ , to prevent system shutdowns, maintain column integrity, and avoid clogging the internal lines and capillaries.

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## **BSEL Safety Meeting Agenda**

Date: January 21, 2026

Prepared by: Sanjaya Lokugama

### **1. Approval of Previous Meeting Minutes**

Review and approval of the minutes from the previous safety meeting.

### **2. BSEL Shared Freeze Dryer Back in service**

The shared freeze dryer is now fully operational. Please remember to freeze your samples thoroughly before loading them and ensure all container openings are covered with Kimwipes and secured with rubber bands to protect the vacuum pump from particulate damage.

### **3. Shared 2L Parr Reactor update**

A new thermowell gasket has been installed and the reactor has been pressure tested. The unit is now gas tight. Please notify Sanjaya if you notice any further issues with the reactor.

### **4. Lab Doors Must Remain Closed**

It has been noted that the BSEL 266 lab door was propped open on several occasions. Please ensure that all lab doors always remain closed to maintain proper safety and security protocols.

### **5. Shared Lab Space Cleanliness**

Please keep all shared lab spaces and instrument benches clean and organized. Recently, the Trace GC bench was found cluttered with items that should have been discarded. Please clean your workspace and dispose of waste immediately after use to keep the area ready for others.

### **6. Distribution of Safety Meeting Notes**

Please ensure that you share these safety meeting notes with all members of your lab. This helps keep everyone informed about department updates and maintains a safe, well-coordinated working environment for all personnel.

### **7. WSU-TC Campus Safety Meeting Update**

Key updates and announcements from the recent WSU-TC campus safety meeting will be shared.

### **8. Round Table Time**

Each research group will have a few minutes to share any safety-related thoughts, concerns, or suggestions.