AGENDA
UNIVERSITY OF NEW HAMPSHIRE
RADIATION SAFETY COMMITTEE
4th Quarter Meeting 2014
November 24, 2014
11:00 am-12:00 pm
Rudman G04

1. Old Business:

2. Approval of 3rd Quarter 2014 Meeting Minutes

3. Radiation Safety

4. Dosimetry Results

5. Laser Safety

6. X-Ray Safety

7. Training Report

8. Permit Review

9. Laser Safety Plan Review
The UNH Radiation Safety Committee (RSC) held the Third Quarterly meeting for 2014 on November 24, 2014.

Attachments: The Legere Permit, the Laser Safety Plan

The following members were in attendance:

<table>
<thead>
<tr>
<th>Voting</th>
<th>Non-Voting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Andrew Laudano, MCBS-Chair</td>
<td>Michele Arista, RSO</td>
</tr>
<tr>
<td>Dr. James Connell, Space Science Center, Physics</td>
<td>Bradford Manning, Director EHS</td>
</tr>
<tr>
<td>Dr. Olof Echt, Physics, Vice Chair</td>
<td></td>
</tr>
</tbody>
</table>

The following members were absent:

Julie Simpson, Research Integrity Services

Dr. Thomas Foxall, Biological Sciences

Dr. Stacia Sower, MCBS
Chair Andrew Laudano brought the meeting to order at 11:00 pm.

1. **Old Business:**
   - none

1. **Approval of Third Quarter 2014 Minutes:**
   - Committee Member Connell made a motion to accept the revised third Quarter 2014 Minutes. Committee member Laudano seconded the motion, and the motion was approved.

2. **Radiation Safety:**
   - The 4th quarter radiation surveys were performed by Clym Environmental, and there was one item of non-compliance for the Ryan lab-overdue training.
   - The annual audit of the Radiation Safety Program showed that training was not complete and that the Veterinary Technology x-ray machine was not secure.
   - Sealed sources were inventoried and leak tested. There was no significant leakage, and all sources were accounted for.
   - Permit renewals are coming in. The deadline is Dec. 5th
   - The new Radioactive Broad Scope License was renewed until Oct 31, 2015.
   - Chair Laudano recommended automatic door locks if the problem continued in the veterinary x-ray room. Committee member Connell recommended locking the machine, so the door does not have to be locked.

3. **Dosimetry Results:**
   - The dosimetry report showed no significant doses for August /September 2014. They are all within ALARA limits or 10% of the annual limits. All badges showed zero above background.

4. **Laser Safety:**
   - Laser surveys were performed by Clym Environmental. The results showed one item of non-compliance for the White lab not having an alignment SOP.
   - I worked with Jan Distelbrink on creating a Laser Safety Plan for Xemed. It is complete.
   - There are new signs recommended for class 3B lasers. The new signs will say: “Warning” instead of “Danger.” We only have a few class 3B signs, so we will replace these signs for consistency.
   - The laser inventory was updated in CEMS.

5. **X-Ray Safety:**
   - X-ray labs were inspected by Clym Environmental. There was one item of non-compliance for the Veterinary Technology lab being unlocked.
   - The X-ray Protection Plan was posted on the EHS web site.
6. **Training Report:**
   - Radiation Worker trainings were given on Oct 7th, Oct 9th, and Nov 13th.
   - All Radiation Workers, Laser Operators and X-ray workers have completed their training. From now on we will be giving a link to training on CEMS and Blackboard training will likely be shut down by the end of 2014.

7. **Permit approval:**
   - Legere permit: Chair Laudano asked a question as to whether a non-faculty member could be a permit holder. The RSO commented the most important requirement of a permit holder is to have training and experience in radioactive materials. Committee member Connell said he had confidence in Jason Legere’s ability to be a permit holder.
   - Chair Laudano motioned to approve the permit and committee member Connell seconded the motion. All voted in favor of the permit.

8. **Laser Safety Plan:**
   - A few edits were suggested by committee member Connell. Committee member Connell motioned to approve the Plan. Committee member Echt seconded the motion, and all voted in favor of the Laser Safety Plan with edits.

9. Committee Member Connell made a motion to adjourn the meeting and Committee Member Echt seconded the motion. Committee members voted for the motion to adjourn, and the motion passed at 11:35 am.