TO: Radiation Safety Committee  
FROM: Chad Johnson, Radiation Safety Officer  
DATE: March 2, 2009  
SUBJECT: February 26, 2009 Meeting Minutes

Members:  
Present  
Jenny Thomson  
Teri Hansen  
Chad Johnson  
Brian Houser  
Absent  
Karen Carlberg  
Judd Case  
Jamie Manson  
Guests:  
Dan Paulus  
Katelin Tonner  
Sherry Mowatt  

I. Call to Order: 3:20 p.m.

a) The minutes from the December 11, 2008 meeting were approved by the committee.

II. Mandatory Agenda Items:

Quarterly Management Review:

a) Accidents or incidents since the last meeting Chad (RSO) emphasized that all equipment to be used for radioactive experiments must be used only within the labs which are posted radioactive labs and restricted from the public. An incident did not occur, but the oversight may have had potential consequences.

b) Review of Radiation Applications: No applicants at this time.

c) Current inventory of radioactive materials. Items that were previously requested to be kept by the RSC were submitted to the committee for another review. The RSO asks that these items be removed from our possession. Jenny Thomson moved for the items to be disposed of, Teri Hansen seconded that action.

d) Reports of inspections conducted by radiation safety officer Please see incidents, Item a.
e) Reports of inspections/visits by regulatory agencies
The DOH has visited recently and significant progress has been made regarding the overall success of the program.

f) Materials received, transferred, or disposed of
Have received 2 orders of I-125 for Dr. Carlberg and an exempt quantity of Sr-90 for RSO staff use.

g) Review of License status
License has been approved. Expires Aug. 31, 2013. Changes to the license must still be made.

h) Review of University policies and regulations governing radiation safety
Section 15 has been changed many times during the license renewal process.

i) Review of new or proposed users of radioactive or radiation producing equipment
None

j) Review of regulatory changes
None to report at the moment

k) Other Business

- The Dept. of Licensing is currently renewing the EWU X-ray license. Dental Hygiene’s license has also been renewed.

- Dr. Houser wants to pick up an open-beam x-ray unit that is in surplus from dental hygiene. Chad Johnson and Dr. Houser agree that more information regarding the specific safety features of the unit and operation manual are needed before it can be used. Dr. Houser will be looking further into this issue and submit a proposal for use to the RSC when necessary.

Adjourned