

Memo: January 30, 2008

To: CUNY Environmental, Health and Safety Council

From: Howard Apsan

Re: Environmental, Health and Safety Officers Meeting Minutes
Hunter College, January 10, 2008

Opening

The January meeting of the Environmental Health and Safety Officers Council was held at Hunter College on January 10, 2008. The meeting began with greetings from Ricardo Franco, EHSO at Hunter College, followed by a welcome from Conan Freud, Acting Vice President for Finance and Administration. Sheryce Woolery of the CUNY Office of Environmental, Health, Safety and Risk Management recorded the minutes, and the minutes of the previous meeting were approved by acclamation.

EPA Audit Report

EPA audits have been successfully completed at the New York City College of Technology and the Graduate School of Journalism. These were the final two audits conducted under the CUNY – EPA Audit and Disclosure Agreement. The Agreement will not be complete until the Audit Disclosure Report is submitted in February 2008. CUNY has no further obligations to disclose findings of audits to the EPA and is likewise no longer shielded from EPA inspections and resulting fines and penalties.

EHS Internal Audits

One of the keys to continuous compliance improvement is the CUNY internal audit program. Upcoming 2008 internal audits are scheduled for Queensborough Community College on February 4, Lehman College on February 25, and Brooklyn College on March 17. As has been the practice, EH&S Officers from other campuses volunteered to serve on these internal audits. This practice provides added value to all involved. Anyone wishing to volunteer for an upcoming audit should contact Michael Spath, Environmental Compliance Manager, Central Office, at michael.spath@mail.cuny.edu

Environmental Compliance Subcommittee Report

Bill Graffeo, Director of the Environmental Health and Safety Office at Queens College, stated that the Environmental Compliance Subcommittee is currently drafting a survey for chemical inventory to help with the implementation of ChemTracker. Bill also announced that the Semi-annual Reports by the EPA and the NOX Annual Capping Report are due on January 30, 2008, DEC Pesticide Use Reports are due on February 1, 2008, Low Level Radioactive Waste, NYC DEP Community RTK (Tier 2) and DEC Annual Hazardous Waste Reports are due on March 1, 2008. EH&S Officers were reminded that the Radiation Safety Seminar will be held at Hunter College on January 18, 2008.

Health and Safety Subcommittee

Kurt Klein, Health and Safety Manager, Central Office, reported that the Injury and Illness Logs are due on February 1, 2008 and that Injury and Illness training will begin in February. Training will be done on a borough basis and all training logs should be sent to Kurt at: kurt.klein@mail.cuny.edu. Kurt also reminded everyone that although the EPA and the New York City Department of Health have guidelines on mold remediation, there are no specific regulations that campuses are encouraged to follow.

The Health and Safety Subcommittee has initiated a violation database system. The database is operational in the Central Office and is being reviewed to make it accessible to campuses.

CUNY EHS Website and Newsletter

EH&S Officers are continually encouraged to contribute articles, editorials, cartoons, web links, and any other items of common professional interest to both the CUNY EHS newsletter and the CUNY EHSRM website. All submittals can be emailed to brian.cabezas@mail.cuny.edu.

Training

The training portion of the January Council meeting consisted of a presentation by **Adam Steinman, of Woodard and Curran**, on **“What to do when your EPA Audit is over: Lessons Learned from SUNY.”** Adam gave a detailed presentation on ways in which CUNY can maintain and protect its’ compliant programs. We thank Adam for an informative and note worthy presentation.

Updates in Brief

A Recycling Survey was disseminated to the EHSO Council. The survey is needed to gather information on current recycling efforts at each campus to assess our compliance with state and city requirements.

The next NYCER meeting will be held on January 29, 2008 at Cooper Union.

The SESH Spring Conference is being organized by Stony Brook and will be held on April 10th and 11th, in Long Island.

The Medgar Evers College 13th Annual Environmental Issues Conference is scheduled for Saturday March 8th, and will focus on:

1. **plANYC, Environmental Sustainability**
2. **Department of Homeland Security Chemical Facility and Anti-Terrorism Standards; Impact on the Academic Environment.**

Upcoming Council Meetings

The next EHSO Council meeting is scheduled for February 14, 2008, from 12:00 pm to 2:00 pm at Hostos Community College, 450 Grand Concourse, Bronx, New York 10451. The meeting will take place on the C Building, in the Faculty Dining Room, located in the cafeteria on the third floor. **Marty Costello, Principal Consultant, Triumvirate Environmental**, will provide a presentation entitled **“Managing EHS at a Great Educational Institution: What CUNY Can Learn From Yale and Vice Versa.”**

Adjournment

The Council meeting was adjourned at 2:00 pm.