

Memo: July 29, 2008

To: CUNY Environmental, Health and Safety Council

From: Howard Apsan

Re: Environmental, Health and Safety Officers Meeting Minutes
Lehman College, July 10, 2008

Opening

The July meeting of the Environmental Health and Safety Council was held at Lehman College on July 10, 2008. Bill Keller, Vice President of the Office of Finance and Administration, and Fred Einerman, EHSO at Kingsborough, hosted the meeting and the annual beach barbeque that EHSRM shared with CUNY Public Safety. Sheryce Woolery recorded the minutes and the minutes of the previous meeting were approved by acclamation.

EHS Internal Audits

Internal audits have been completed at four colleges this semester: Queens College, Lehman College, Brooklyn College and Hostos Community College. The audit at Hostos was an un-scheduled surprise audit, designed to remind us that regulatory agencies may inspect campuses at any time and without advance notice.

Internal audits are scheduled for Hostos Community College and Medgar Evers College in October, followed by a surprise audit. 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

Michael Spath, CUNY's Environmental Compliance Manager, briefed the Council on some recent subcommittee discussions. In light of several recent spills, the Subcommittee recommended that an SOP on spills be written and that training be conducted at all of the campuses. Additionally, future audits will be conducted in a manner consistent with CUNY's

EMS. Officers are therefore encouraged to visit the EHS website, review the EMS, and ensure that their campus complies with EMS requirements. Please forward all questions to michael.spath@mail.cuny.edu.

The Environmental Compliance Subcommittee continues to develop a chemical inventory survey to help with the ongoing implementation of ChemTracker.

Health and Safety Subcommittee

Kurt Klein, CUNY's Health and Safety Manager, briefed the Council on recent subcommittee activities. Kurt informed the Council that the violation database management system, designed to track Notices of Violation (NOVs) issued by regulatory enforcement authorities, is under construction and will soon be accessible to all campus EHS Officers. Additionally, the Subcommittee is focusing special attention on safety training. A training schedule template is being reviewed, and will be distributed upon completion. The Subcommittee is also reviewing software packages that may support our training efforts.

CUNY EHS Website and Newsletter

The most recent issue of the CUNY EH&S newsletter was distributed at the meeting. 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 to environmental.health@mail.cuny.edu.

Training

The training portion of the June Council meeting consisted of two presentations. **Michael Spath, Environmental Compliance Manager**, reviewed the year's audit program and compliance issues, and made recommendations for improvements. **Kurt Klein, Health and Safety Manager**, briefed us on health and safety issues that occurred throughout the year, and made suggestions for a safer working environment. We thank Michael and Kurt for informative and interesting presentations and encourage all Council members to follow up with them in the issues discussed.

Updates in Brief

Environmental Health and Safety Officers are encouraged to sign up for the CUNY A!ert, to receive text or voice notifications of campus emergencies or weather related closings, and to encourage others on campus to sign up as well. The more participants we have, the more effective CUNY A!ert can be. For more information, please visit www.cuny.edu/alert.

The next NYCER meeting will be held on July 29, 2008, from 12:00 p.m. to 2:00 p.m. at Columbia University Medical Center, 1150 St. Nicholas Avenue, New York, NY. The guest presenter will be **Sandy Camacho, Chief Fire Inspector, FDNY**, who will update us on the newly revised **New York City Fire Code**.

SESHA Fall conference in the month of October

Upcoming Council Meetings

The next EHSO Council meeting is scheduled for July 10, 2008, from 12:00 pm to 2:00 pm at Lehman College, 250 Bedford Park Boulevard West, Bronx, New York 10468. The meeting will take place in the Shuster Building, room 336. Thomas Zhou, **Director of Financial Reporting and Analysis, CUNY**, will present on **“Understanding What GASB 49 Means to You.”**

Adjournment

The Council meeting was adjourned at 12:30 pm and was followed by the annual beach barbecue.