

Memo: May 26, 2008

To: CUNY Environmental, Health and Safety Council

From: Howard Apsan

Re: Environmental, Health and Safety Officers Meeting Minutes
York College, May 8, 2008

Opening

The May meeting of the Environmental Health and Safety Officers was held at York College on May 8, 2008. The meeting began with greetings from Ching See Chang, Environmental Health and Safety Officer at York College. Jerald Posman, Vice President and Chief Operating Officer of Administrative Affairs at York College also greeted the council, expressed appreciation for its efforts, and commented on the various positive environmental changes that have taken place at the college. 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.

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 unscheduled surprise audit, designed to remind us that regulatory agencies may inspect campuses at any time and without advance notice. 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

All audits will be conducted in a manner consistent with CUNY's EMS. Officers are therefore encouraged to visit the EHS website, to 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 is currently developing a chemical inventory survey to help with the ongoing implementation of ChemTracker.

Health and Safety Subcommittee

The Health and Safety Subcommittee has initiated a violation database management system to track Notices of Violation (NOVs) issued by regulatory enforcement authorities. The database is currently under construction and will soon be accessible to all campus EHS Officers.

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

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 May Council meeting consisted of a presentation by **Robert Neimeier and Mark Randazzo of O'Brien & Gere**, on **“Environmental Compliance: Planning, Implementing and Tracking.”** Rob and Mark shared their experience in sustaining environmental compliance after completion of an audit program. We thank Rob and Mark for an informative and interesting presentation.

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 presenters will be members of the FDNY, who will update us on the newly revised New York City Fire Code.

Upcoming Council Meetings

The next EHSO Council meeting is scheduled for June 19, 2008, from 11:00 am to 12:00 pm at Kingsborough Community College, 2001 Oriental Boulevard, Brooklyn, New York 11235. The meeting will take place in the Ocean view room, U-230, above the cafeteria. **Michael Spath, Environmental Compliance Manager, CUNY**, and **Kurt Klein, Health and Safety Manager,**

CUNY, will present **“The Year in Review.”** Immediately following the meeting will be our annual summer barbecue that we hold in conjunction with the Department of Public Safety.

Adjournment

The Council meeting was adjourned at 2:00 pm.