

Memo: November 17, 2009

To: CUNY Environmental, Health and Safety Council

From: Howard Apsan

Re: Environmental, Health and Safety Officers Meeting Minutes
The CUNY School of Journalism, October 8, 2009

Opening

The November meeting of the Environmental Health and Safety Council was held at The College of Staten Island on November 12, 2009. Tom Briggs, EHSO at the College of Staten Island hosted the meeting and welcomed everyone. Milton Santiago, Vice President for Finance and Administration also greeted the Council and expressed the college's appreciation for the Council's efforts. Sheryce Woolery recorded the minutes and the minutes of the previous meeting were approved by acclamation.

H1N1

To share some of CUNY's best practices in handling this flu season, The New York State Senate invited University officials to testify at the "Public Hearing on Swine Flu Preparedness on College Campuses" on November 16, 2009. Allan Dobrin, Executive Vice Chancellor and Chief Operating Officer led the panel, which included Peter Jordan, CUNY's Interim Vice Chancellor for Student Affairs; Katharine Cobb, Vice President for Finance and Administration at Queens College; and John Holloway, Associate Dean for Student Affairs at Lehman College; and myself. The testimony emphasized the foundations of CUNY's H1N1 program (communication, education and coordination) and highlighted CUNY's revised [Influenza Response Plan](#); the dissemination of information on infection prevention on the campuses; CUNY's central and campus flu webpages; H1N1 coordination with the New York City Health Department and the New York City Office of Emergency Management; H1N1 prevention efforts in residence halls and child care centers; CUNY TV's H1N1 [Public Service Announcement](#); bathroom spot-checks by campus Environmental Health and Safety Officers; and weekly campus H1N1 committee meetings.

EVC Dobrin singled out CUNY's EH&S Officers at the hearing and thanked them for undertaking a critical role in CUNY's flu season preparation.

EHS Internal Audits

Internal audits have been completed this semester at Borough of Manhattan Community College and Bronx Community College. Additional audits are scheduled for the College of Staten Island and CUNY Law School, and an unscheduled audit will also be conducted this fall. As has been the practice, EH&S Officers from other campuses volunteered to serve on all of these internal audits, a practice that provides added value to all involved. Anyone wishing to volunteer for an upcoming audit should contact Michael Spath, Environmental Compliance Manager, CUNY, Central Office, at michael.spath@mail.cuny.edu.

Environmental Compliance Subcommittee Report

At our next meeting the subcommittee will update the council on the following: a disposal guide for High Performance Liquid Chromatography (HPLC) waste; a response plan for bed bug control; and Petroleum Bulk Storage (PBS) regulations.

EH&S Officers are encouraged to visit the EH&S website, review the Environmental Management System, and ensure that their campuses comply with EMS requirements. Please forward any questions to Michael Spath.

Health and Safety Subcommittee

The Health and Safety Subcommittee continues to develop policies and procedures on fire prevention, safety training and spill response. The committee also plans to address procedures for potential use of N95 respirators.

The violation database management system is now fully operational. For more information regarding passwords or problems accessing the website, please contact Kurt Klein, at kurt.klein@mail.cuny.edu.

College Updates

Aldo Orlando, EHSO at Brooklyn College reported that the Department of Environmental Conservation inspected the campus on October 13, 2009. Areas inspected included: research labs, facilities shops, used oil storage areas, e-waste disposal and research labs. The college was cited for two violations. Aldo also advised the council that a shipment of recycled metal equipment was returned by the Sanitation Department because radioactive material was detected at the transfer station. He recommended that EHSOs should review their scientific equipment,

become familiar with NYCDOS radiation detection and screening procedures and have access to equally sensitive portable low-level radiation detector.

Natalia Kotsek, EHSO at John Jay College, provided an account of a recent lab explosion at the college and the procedures that followed the explosion. EHSOs are reminded to keep all first aid kits fully equipped and ensure that all students wear goggles while working in the labs.

Tom Briggs, EHSO at the College of Staten Island informed the council of a Department of Environmental Conservation's investigation at the college. It was reported that CSI had a pipe that discharged waste water into Willowbrook Lake, which had allegedly caused a fish kill. CSI has redirected the waste water lines and is following with the DEC and other agencies.

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 at ehs@mail.cuny.edu. In addition, the CUNY Risk Review, a newsletter focused on risk management issues throughout the CUNY system, is available on the EHSRM website.

Officers are encouraged to utilize Sharepoint to post documents and calendar events, and to engage in informative exchanges. Sharepoint provides us with a valuable communication tool, and at the same time protects the security of any proprietary or simply not-yet-ready-for-release documents. The website, <http://ehsrn.cuny.edu>, is password protected. If you would like to have access to the website, please contact Brian Cabezas at brian.cabezas@mail.cuny.edu.

Training

The training consisted of a presentation by **Jeff Rickman, University Director of Technical Support**, CUNY, on **Computer Recycling**. Mr. Rickman's shared with the council the Department of Information Technology's best practices for computer recycling and disposal. We thank Mr. Rickman for an informative presentation.

Updates in Brief

The next NYCER meeting will be held on December 16, 2009, from 12:00 p.m. to 2:00 p.m. at the New School, 66 West 12th Street, 7th floor, Orozco Room. There will be a presentation on the **EPA'S New Green House Gas Reporting Rule** by **David Shotts** and **Carla Adduci** from **TRC Environmental**.

Upcoming Council Meetings

The next EHSO Council meeting is scheduled for December 10, 2009, from 12:00 pm to 2:00 pm at The Graduate Center, 365 5th Avenue, New York, NY 10016. The meeting will be held in

the President's Conference Room, 8201.01. **Christopher Rosa, University Director of Student Affairs for Disability and Veterans Services**, will present on **The American with Disability Act (ADA) and Campus Health and Safety.**

Adjournment

The Council meeting was adjourned at 2:00 pm.