

Memo: December 28, 2009

To: CUNY Environmental, Health and Safety Council

From: Howard Apsan

Re: Environmental, Health and Safety Officers Meeting Minutes  
The Graduate Center, December 10, 2009

### **Opening**

The December meeting of the Environmental Health and Safety Council was held at The CUNY Graduate Center on December 10, 2009. John Flaherty, EHSO at the Graduate Center hosted the meeting and welcomed everyone. Sheryce Woolery recorded the minutes and the minutes of the previous meeting were approved by acclamation.

### **EHS Internal Audits**

Michael Spath, CUNY's Environmental Compliance Manager, briefed the Council on CUNY's ongoing Internal Audit Program. Internal audits were conducted this semester at the following colleges: Borough of Manhattan Community College, October 5; Bronx Community College, November 9; and the College of Staten Island, December 7 to 9. Internal audits are scheduled next semester for the CUNY School of Law, York College and The City College of New York. 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](mailto:michael.spath@mail.cuny.edu).

As part of the audit process, it is important that we focus on findings that were cited and corrected in previous audits. We must also inspect laboratories and other chemical storage areas to ensure that all chemicals are being handled in compliance with regulatory requirements. Further, beginning in spring 2010, radiation safety compliance will be included in the audit checklist, as will documentation of all training provided to faculty and other campus personnel.

Michael also reminded EH&S Officers that the CUNY Environmental Management System (EMS) is an integral part of CUNY's 2003 commitment to the Environmental Protection Agency (EPA). To that end, EHS Officers are encouraged to complete the *Program Responsibility and Accountability Tracking Form* to facilitate the audit process and to comply with the EMS.

### **Environmental Compliance Subcommittee Report**

On September 22, 2009, the EPA issued a final rule for mandatory reporting of greenhouse gases (GHG) from large emissions sources. This rule takes effect on December 29, 2009. For more information and guidance, please visit EPA's *GHG Mandatory Reporting Rule* website at [www.epa.gov/climatechange/emissions/ghgrulemaking.html](http://www.epa.gov/climatechange/emissions/ghgrulemaking.html) .

Judi O'Toole, Chair of the Environmental Compliance Subcommittee, reported that revised specifications for the upcoming Hazardous Waste Contractor RFP are being reviewed by CUNY's General Counsel's Office. A copy of the draft is on SharePoint. EH&S Officers were asked to review the specifications and submit comments by December 31, 2009.

All Petroleum Bulk Storage regulatory information should be submitted to Michael Spath for a review of compliance with the Department of Environmental Conservation's (DEC) Petroleum Bulk Storage regulations. The DEC maintains registrations of active and inactive bulk storage sites statewide. To utilize the Bulk Storage Program database, please visit the DEC website at [www.dec.ny.gov/cfm/external/derexternal/index.cfm?pageid=4](http://www.dec.ny.gov/cfm/external/derexternal/index.cfm?pageid=4) .

EH&S Officers were also encouraged to visit the EH&S website periodically to review any regulatory updates or other information.

### **Health and Safety Subcommittee**

Mel Rodriguez, Chair of the Health and Safety Subcommittee, spoke about the CUNY Violation Database and recommended that Officers visit it periodically to view outstanding violations. For information regarding passwords or difficulty accessing the violation database management system, please contact Kurt Klein, CUNY Health and Safety Manager, at [kurt.klein@mail.cuny.edu](mailto:kurt.klein@mail.cuny.edu) . Mel also stated that the committee plans to increase training programs and plans to initiate a number of train-the-trainer workshops in 2010.

In response to the recent bed bug and H1N1 concerns, Kurt Klein, is in the process of establishing a residence hall committee that will include all college residence facility directors. The first meeting is scheduled for January 19, 2009 at Brooklyn College.

### **CUNY EHS Website and Newsletter**

The CUNY Flu Page (<http://www.cuny.edu/flu>) was recently updated to include a video of the "NY State Senate Public Hearing on Swine Flu Preparedness on College Campuses" along with copies of the testimony, the vaccine locators, guidance documents and posters.

EH&S Officers are encouraged to contribute articles, editorials, 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](mailto: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. As always Officers are also encouraged to visit SharePoint at <https://ehsrn.cuny.edu/default.aspx> for information on upcoming events, to access forms, and to contribute to and/or review discussions. If you are experiencing difficulty logging in or need a new password, please contact Brian Cabezas, [brian.cabezas@mail.cuny.edu](mailto:brian.cabezas@mail.cuny.edu) .

### **Training**

The training consisted of a presentation by **Christopher Rosa, CUNY's University Assistant Dean for Student Affairs**, on **The Americans with Disabilities Act (ADA) and Campus Health and Safety**. Mr. Rosa highlighted the ADA's significance in requiring that campus safety efforts address the specific needs of those with disabilities. Mr. Rosa also used the opportunity to thank the EH&S Officers for their efforts and support in making our campuses accessible to students, faculty and staff with disabilities. We thank Mr. Rosa for an interesting, informative and provocative presentation.

### **Updates in Brief**

Effective January 2010, the EH&S meetings will be convened at 9:30 in the morning of the second Thursday of each month, rather than at noon.

The Environmental Protection Agency (EPA) will be hosting a webinar on February 10, 2009 from 1:00 pm to 3:00 pm. The session will focus on *Informational Needs of Colleges and Universities*. For more information please visit [www.epa.gov/climatechange/emissions/training.html](http://www.epa.gov/climatechange/emissions/training.html) .

The next NYCER meeting is scheduled for March 16, 2010, from 12:00 p.m. to 2:00 p.m.

### **Upcoming Council Meeting**

The next EHSO Council meeting is scheduled for January 14, 2010, from 9:30 am to 11:00 am at Brooklyn College, 2900 Bedford Avenue, NY 11210. The meeting will be held in the Library, room 411. **William Tramontano, Provost and Vice President for Academic Affairs, Brooklyn College**, will present on **A Provost's Perspective of Environmental Health and Safety on Campus: More Than Just Lab Safety.**

### **Adjournment**

The Council meeting was adjourned at 2:00 pm.