

Memo: October 18, 2008

To: CUNY Environmental, Health and Safety Council

From: Howard Apsan

Re: Environmental, Health and Safety Officers Meeting Minutes
John Jay College of Criminal Justice, October 16, 2008

Opening

The October meeting of the Environmental Health and Safety Council was held at John Jay College of Criminal Justice on October 16, 2008. Shailendra Chainani, Environmental Health and Safety Officer at John Jay, hosted the meeting, and Robert Pignatello, Senior Vice President of Finance and Administration at John Jay, welcomed everyone. Sheryce Woolery recorded the minutes and the minutes of the previous meeting were approved by acclamation.

EHS Internal Audits

An internal audit is scheduled for Medgar Evers College on November 3, and 4, followed by a surprise audit at an undisclosed location. 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, CUNY, Central Office, at michael.spath@mail.cuny.edu

Environmental Compliance Subcommittee Report

Michael Spath, Compliance Manger, CUNY, advised everyone that their campuses will be audited on the functionality of their chemtracker system, as well as CUNY's Environmental Management System (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

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.

The Subcommittee is hosting a Health and Safety Training Series on October 29, 2008 at LaGuardia Community College, 31-10 Thompson Avenue, Long Island City, NY, 11101. It will be a day long training program with instructions from the New York State Department of Labor Public Employee Safety and Health Division.

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 to the on-going CUNY EHS Newsletter, CUNY EHSRM Office has recently published the CUNY Risk Review, a newsletter focused on risk management issues throughout the CUNY system. Both newsletters will be quarterly, and available on the EHSRM website.

Officers are encouraged to utilize Sharepoint to post documents, calendar events and to engage in discussions. The website, 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

John Gavras from Lagan Engineering and Environmental Services, presented on **“From Manufactured Gas Tanks to Classrooms – EHS Considerations During Site Development.”** The presentation covered a site history of John Jay College as well as the proposed expansion project. We thank Mr. Gavras for an informative presentation. After the presentation the council viewed the entire construction operation from the 6th floor terrace in the Haaren Building.

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 November 19, 2008, from 12:00 p.m. to 2:00 p.m. at The New School, 55 West 13th Street, New York, NY 10011.

The SEHSA 2008 Fall Conference will take place on October 19-23 at Crowne Plaza, Lake Placid, NY. Registration is now open, please visit <http://www.sehsa.org/fall2008.html>. For more information you may contact Aldo Orlando at 718-951-5400.

Upcoming Council Meetings

The next EHSO Council meeting is scheduled for November 13, 2008, at Queensborough Community College, 222 - 05 56th Avenue, Bayside, New York 11364. The meeting will take place from 12:00 pm to 2:00 pm in the Oakland Building Dining Room. There will be a presentation by Joanne Sagherian, Purchasing Lead, CUNYfirst, on **“CUNYfirst and EH&S: Green Procurement.”**

Adjournment

The Council meeting was adjourned at 2:00 pm.