

Memo: January 4, 2011

To: CUNY Environmental, Health and Safety Council

From: Howard Apsan

Re: Environmental, Health and Safety Council Meeting Minutes
Baruch College, December 9, 2010

Opening

The Environmental Health and Safety Council meeting was held at Baruch College on December 9, 2010. The meeting was hosted by Fran Erlitz, Environmental Health and Safety Officer at Baruch College. Sheryce Woolery recorded the minutes and the minutes of the previous meeting were approved by acclamation.

EHS Internal Audits

Internal audits for the fall semester have been completed at Kingsborough Community College, Queensborough Community College, The City College of New York, and Baruch College. Internal audits for the spring semester will be announced in January. EHSOs interested in volunteering for an audit may contact Michael Spath, Environmental Compliance Manager, CUNY, Central Office, at michael.spath@mail.cuny.edu.

The College of Staten Island was recently inspected by EPA for RCRA compliance. Issues most often raised by the inspector revolved around chemical storage and waste classification. The inspector at CSI was the same inspector that visited Queens College last spring, and he raised many of the same issues. Bill Graffeo, EHSO of Queens College, will provide a brief presentation on Queens College's EPA inspection, the resulting NOV, and the campus response at an upcoming EHSO Council meeting.

Environmental Compliance and Lab Safety Subcommittees Report

The Environmental Compliance Committee and the Lab Safety Committee provided a combined

report. The Lab Safety Manuals have been revised and electronic copies have been provided to the EHSOs. As we implement the manual through the university, we expect to find segments that can be updated or improved. Please forward all such suggestions to the lab safety committee for appropriate revisions.

The environmental compliance committee continues to focus on a range of petroleum and chemical storage issues, and will provide specific tank-related guidance at the January meeting.

Health and Safety Subcommittee Report

Kurt Klein met with Sandy Camacho, Deputy Chief Inspector, Bureau of Fire Prevention, to review the information that FDNY has on CUNY's lab permits. Discrepancies were found between CUNY's internal records and FDNY's records regarding lab permits. To resolve these discrepancies, campuses are encouraged to notify the FDNY of expiring permits and follow-up on any areas that may not be properly permitted. Kurt also spoke with David Garlaza at DDCM to make sure that we promote University-wide consistency.

CUNY EHS Newsletter and Website

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 <http://www.cuny.edu/ehs>. EH&S officers are also encouraged to visit the website periodically to review any regulatory updates or other information. 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.

Presentation

Jonathan Puleio, Director of Consulting, Humanscale, presented on **“Designing Healthy Work Environments.”** The training focused on the use of ergonomics to address discomforts caused by improper work stations. To reduce the associated risks, Mr. Puleio recommended that organizations focus on ergonomic design coupled with employee training. We thank Jonathan for an interesting and informative presentation.

Updates in Brief

As of December 1, 2010, Fire Safety Directors are required to take one continuing education course that addresses building operations, maintenance and recordkeeping to qualify for certification renewal. For further information please visit the FDNY website at http://www.nyc.gov/html/fdny/html/c_of_f/coff.shtml

The next NYCER meeting is scheduled for Wednesday, March 13, 2011, from 12:00 pm to 2:00 pm, at Rockefeller University, 1230 York Avenue, in Manhattan.

Upcoming Council Meeting

The next EHSO Council meeting is scheduled for January 13, 2011, from 9:30 am to 11:00 am at 230 West 41st Street, 10th floor Conference room, between 7th and 8th Avenues in Manhattan. This meeting will be a joint meeting with EHSRM and The Health Services Advisory Council. **Diahann McFarlane, Environmental Health and Safety Officer at Hostos Community College**, will provide a brief presentation on the **Protocol for Infectious Disease Notification**.

Adjournment

The Council meeting was adjourned at 11:00 am.