AGENDA
UNIVERSITY OF NEW HAMPSHIRE
ENVIRONMENTAL HEALTH AND SAFETY COMMITTEE
FALL/WINTER MEETING
THOMPSON HALL, TRUSTEES BOARD ROOM
OCTOBER 13, 2015 @ 1:00PM

1. WELCOME
2. INTRODUCTION OF MEMBERS AND GUESTS
3. 2014 USNH EHS ANNUAL REPORT
4. UNHCEMS HAZARDOUS MATERIAL RE-INVENTORY PROJECT
5. UNHCEMS FACULTY COMPLIANCE MODULE UPDATE
6. RESEARCH SAFETY COMMITTEES UPDATE
   • Revised UNH Chemical Hygiene Plan
   • Radiation Protection, X-Ray, Laser and Magnet Safety Program Enhancements
   • NIH National Biosafety Stewardship Month
   • Ergonomics Program Assessment
7. UNH MANCHESTER RELOCATION
8. UNH SCHOOL OF LAW INTEGRATION
9. SHOALS MARINE LAB INTEGRATION
10. OTHER BUSINESS
The UNH Environmental Health and Safety Committee met on 10/13/2015. In attendance were Professor Jan Nisbet, Senior Vice Provost for Research and Committee Chair, Mr. Bradford Manning, Director, Environmental Health and Safety, Professor Emeritus Frank Rodgers, Chair, Institutional Biosafety Committee, Mr. Guy Eaton, Chair, Occupational Safety Committee, Mr. Bill Janelle, Associate Vice President, Facilities, Professor Olof Echt, Chair, Radiation Safety Committee, Mr. Robert Beecher, Chair, UNH at Manchester (UNHM) Emergency, Health and Safety Committee, Professor Samuel Mukasa, Dean, CEPS, Professor Jon Wraith, Dean, COLSA. Mr. William Deacon, Chair, UNH School of Law Manchester (UNHL) Emergency, Health and Safety Committee and Professor Cheryl Whistler, Chair, Chemical Safety Committee were excused. A quorum was present.

Introductions, Old Business and Approval of Meeting Minutes

Committee member Manning brought the meeting to order at 1:05pm. There was no old business to report. Committee member Rodgers made a motion to approve the November 17, 2014 meeting minutes. Committee member Echt seconded the motion. The motion was approved.

2014 USNH EHS Annual Report

Committee member Manning reported that he made a presentation to the USNH Audit Committee on the USNH Environmental Health and Safety Annual Report on April 16, 2015. Committee member Manning serves as chair of the USNH Council on Environmental Health and Safety. The Council on Environmental Health and Safety is established to provide a source of expertise and advice about campus safety, health and environmental management issues for the University System of New Hampshire (USNH). The Council is responsible for overall coordination and assessment of System-wide environmental health and safety efforts. The Annual Report contains a summary of compliance status for each component institution, individual campus environmental health and safety reports and a comparison of campus specific compliance progress spreadsheets. A summary of USNH component institutions EH&S compliance programs is shown below:
UNHCEMS Hazardous Material Re-Inventory Project

Committee member Manning provided an update on the hazardous material verification project. This year OEHS partnered with the UNH Chemistry Department to perform a comprehensive laboratory chemical inventory verification. OEHS offered four highly qualified Chemistry graduate students summer research stipends in exchange for work on the chemical inventory verification. The project lasted from July 7 to August 28, during which time the team visited 242 rooms in 11 research buildings. The team was successful in verifying 35,007 chemical containers and adding 2,675 chemicals containers to the chemical inventory. The cost to hire the graduate students for this effort was $16,000 in stipends. The program was such a success that we will continue using this model again in 2016.
UNHCEMS Faculty Compliance Module Update

Committee member Manning discussed the new UNHCEMS Faculty Compliance Module. At the request of UNH faculty stakeholders, the Office of Environmental Health and Safety (OEHS) and the Research Computing Center (RCC) partnered to create a new training platform for OEHS training modules in UNHCEMS. The benefit of the change from Blackboard to UNHCEMS is three-fold:

1. Professors and Principal Investigators (PI) can assign training to students and laboratory associates without going through OEHS.
2. Professors can track their student’s/associate’s compliance directly in UNHCEMS.
3. A certificate is generated each time a training course is successfully completed. This certificate can be presented as proof of training to Professors/PIs or at internship work sites, etc.

This newest UNHCEMS feature involves all OEHS management divisions, as well as others in the Senior Vice Provost for Research (SVPR) office. Included are over 39,000 training records, with more than 7,000 individuals trained. Principal Investigators or teaching faculty can add, delete or modify training requirements for the people in their labs or class. Non-lab personnel training records, such as those in UNH Facilities or contractors under UNH Facilities direction, are also included in UNHCEMS.

Research Safety Committees Update

Revised Laboratory Safety Plan. The UNH Chemical Safety Committee has voted to adopt the UNH Chemical Hygiene Plan (CHP). The CHP replaces the UNH Laboratory Safety Plan (LSP). The purpose of the CHP is to provide a framework for recognizing, evaluating and controlling hazards associated with laboratory operations.

UNH Laboratory Safety Plan Review

Committee member Manning provided an update on the review of the UNH Laboratory Safety Plan. The consultant hired to revise the UNH Laboratory
Safety Plan submitted a draft plan revision to OEHS this month and the OEHS Laboratory Safety Officer Andy Glode is in the process of reviewing this draft. Andy will coordinate the draft review within OEHS and then share a cleaned-up version to the UNH Chemical Safety Committee (CSC) for further edits and comments. OEHS hopes to have a draft to share with the CSC at the first quarter 2015 committee meeting.

UNH Law School Integration

Committee member Manning provided an update on efforts to integrate the UNH School of Law into the campus EHS management system. The new School of Law administration approved the establishment of an Emergency, Health and Safety Committee for the School. The charge of the Emergency, Health and Safety Committee (EHSC) is to assure a safe work environment for faculty, staff, students, and visitors through the creation and maintenance of effective emergency procedures and safety and health programs. It is the responsibility of the Committee to establish appropriate health and safety programs and procedures in accordance with federal, state and local regulations and guidelines that cover workplace safety and emergency preparedness. Committee members have been selected and letters of appointment confirmed.

Shoals Marine Lab Integration

Committee member Manning provided an update on efforts to integrate the Shoals Marine Laboratory (SML) into the campus EHS management system. OEHS worked with the new Executive Director of the SML and Cornell University to update the Spill Prevention Control and Countermeasure (SPCC) Plan for oil releases at the facility. The current SPCC Plan expired in June 2014. A new SPCC Plan for the SML was adopted in November 2014.

NIH National Biosafety Stewardship Month

Committee member Manning provided an update on the NIH National Biosafety Stewardship Month. The National Institutes of Health issued a Guide Notice in August 2014 encouraging institutions that receive Federal research funding to take part in a National Biosafety Stewardship Month in the month of September. UNH elected to participate with particular emphasis on the following activities:
1) Re-inventorying of all biological agents and providing this information to
    the IBC;
2) Examining current laboratory biosafety policies and updating lab-specific
    biosafety procedures;
3) Reinforcing the necessary training required for working with biological
    materials.

Other Business

There was no other business to report. The meeting was adjourned at 2:50pm.