

11th Bi-Annual EHS Director's Roundtable
November 12th-13th, 2003
Executive West Hotel
Louisville, Kentucky

TENTATIVE AGENDA TOPICS:

- 1) **Administrative Issues** - recognize new attendee(s); list serve and web site; distribute and discuss minutes from April meeting: campus profile, sponsor, registration fee; social hour and dinner in the Derbyshire Room followed by hospitality room.

Also, Dr. Ron Atlas, past President of American Society of Microbiology will speak to our group at 10:00am on November 13th (see item #14).

- 2) **C&U Association's EPA Engagement Initiative and Sector Partnership**— Update on comments submitted by CSHEMA Gov. Relations re: RCRA in labs and June 2003 public meeting. Also, EPA's selection of C&U for Sector Partnership program and next steps. EPA penalty chart updated and copyrighted by Kirkpatrick and Lockhart, LLP Jan. 2003 and how to use/distribute.
- 3) **New Incidents, Accidents, Investigations and/or Identification of Exposures** - "show and tell", Univ. of Georgia has had three major incidents in the last couple of months so Ken Scott will discuss their lessons learned. Anyone using the AIHA site on lab incidents at <http://www2.umdj.edu/eohssweb/aiha/accidents/index.htm> ? UAB formaldehyde exposure and any interesting IAQ or mold investigations?
- 4) **Recent Inspections, Fines and Regulatory Development Updates** - CDC, USDA, EPA, OSHA, FAA, NRC inspection experiences, other agencies?
- 5) **DOT Security Plan Regulation** – Peter Ashbrook will give brief presentation on Univ. of Missouri's approach on DOT security plan development and training that is required by December. Discuss actual physical security provisions.
- 6) **Implementation of Select Agent Regulations and Beyond**
 - Texas Tech department chair trial of Dr. Butler begins Nov. 3rd
 - FBI security risk assessments and fingerprint submissions – issue of not getting SRAs back for investigators before 11/12 deadlines and what COGR, ASM, etc. are doing on this issue given possible negative impact to research
 - Monitoring of exempt agents—how many are tracking exempt levels?
 - Development of policies and procedures – acquisition, possession, inventory, and how they are “constructed” i.e. following regulation outline or doing it some other way?
 - Any success with getting vendors to help with purchasing controls and limiting deliveries to one location?
 - Future non-exempt select agent work for those not already registered and pro/con of doing generic registration after Nov. deadline in order to possible limit delays in future work—anyone considering this approach?

- Is IBC involved in review and approval of Select Agents (biologicals and toxins?)

NOTE: October 2003 article on anthrax investigation – Cheri hand out to group.

7) **IBC and Biosafety Topics** (since there will not be IBC Roundtable this Nov.)

- IBC scope – what work do you require to be registered with IBC (BSL 1, 2, human blood and cell lines?) Do you have provisions for work that must be registered but does not have to be reviewed at a convened meeting?
- IBC meeting frequency—monthly, quarterly, other? Also, use of e-mail to conduct committee business and do you allow voting electronically?
- Training for IBC members and also biosafety training for researchers—anyone have something to share for use by others?
- BSL 3 lab summary/survey by Cecil Smith
- BSL 3 lab commissioning and certification – discuss pros/cons of in-house vs. out-sourcing
- Update on selection of universities for BSL 4 labs—Boston Univ. will receive funding so Peter Schneider can give us the latest on their plans and time line
- Any policies on surplus BSCs?

8) **Recent Surveys and Any Additional Issues to Survey or Update (either formally or at Rounders)**

- Infectious waste survey-- Rich Strong, IUPUI
- Computer disposal survey—Mark Haenchen, St. Louis Univ.
- EHS Chargebacks compiled Fall 2002 Rounders meeting—any updates or additions ?
- EHS Web Based Training offerings – haven't updated this since spring 2000 so if time permits we may try to do this in advance of meeting and hand out at meeting
- EHS Databases— would it be useful to compile list of all databases maintained by various EHS offices and whether they are on commercial software (i.e. HP Assist, CS Assist, etc. since they are now promoting EHS Assist and at some point will no longer support their original programs). Also, discuss training record management.

9) **Best Management Practices & Emerging EHS Trends**

- a. EHS accreditation program concept – any developments with CSHEMA? If not, any interest in Rounders developing EHS assessment tool?
- b. Any new cost saving ideas??
- c. Discuss emerging EHS trends

10) **Laboratory Building Issues**

- a. EHS staff metric for bringing new lab buildings on line recap from Fall 2002 Roundtable (\$.20- \$.50 /sq. ft. rate). Matrix distributed by Ara Tahmassian of UCSF via CSHEMA—anyone using this? Discussion about Rounders developing consensus standards for research lab, academic lab, office and class room spaces . UK developed standards for lab space due to converted space problems.
- b. Open lab design and EHS issues for programming – hazardous material storage, waste issues, security, etc.

- c. International Building Code, hazardous material quantity limits impact on building design and use also hazardous exhaust concerns. Dave Ranier of North Carolina State Univ. will give an update.
- d. Lab Commissioning – many of us have decommissioning/exit procedures and policies but what about entrance policies/procedures?
- e. Faculty exit polices requiring negotiation to take equipment, supplies, etc.—UK has this in place now.

11) Emergency Preparedness and University-wide Emergency Operations Plans - EHS role, emergency coordinator positions vs. function as collateral duty, table top scenarios being used in planning, Emergency Operations Center training for Univ. management and policy makers that will staff EOC.

- Update on FEMA’s Disaster Resistant University (DRU) program – Charles Gottlieb of Univ. of Miami
- National Weather Service designation of “Storm Ready”— Harry Enoch of Univ. of Kentucky—UK and Univ. Maryland both have this

12) Shipping materials off campus (DOT/IATA) and EHS’s role—discuss compliance strategies and training approach and inclusion of new security requirements. Train-the-trainer, centralized service or assistance, designation of departmental staff to prepare shipments. Anyone really like the approach they are using?

13) New Technology/Software and Applications in Use or Planned - PDA’s vs. mini-computers; tablet PC demo by Madelyn Miller; color palm pilots and “Pen Dragon” software; digital cameras; smart phones; any new free software. Any new developments?

14) Bioterrorism Preparedness Update and Oct. 2003 National Academy of Sciences Report - Dr. Ronald Atlas, immediate past President of the American Society of Microbiology and Dean of UofL’s Graduate School will join us around 10:00am on Thursday, 11/13 to give us his insider’s view of the recent NAS report which calls for review of new classes of experiments by RAC and IBC as well as update on Select Agent implementation issues and concerns.

15) Miscellaneous questions:

- What is the division of labor for fire safety between facilities and EH&S? Who does system maintenance and who does fire prevention?
- Has anyone successfully used Foushee EHS salary data recently to get salaries raised?
- Ergonomic assessments— who, if anyone, at your institution is doing this? How many have dedicated staff ergonomists?
- Lead hazard assessment for children on campus – what are others doing?
- FYI—College and Univ. Hazardous Waste Conference is incorporating as a non-profit.