

**10<sup>th</sup> Bi-Annual EHS Director's Roundtable**  
**April 29-30<sup>th</sup>, 2003**  
**Executive West Hotel**  
**Louisville, Kentucky**

***NOTE: Start time on 4/29 will be 10:30am so that we can end early for special outing!***

**TENTATIVE AGENDA TOPICS:**

- 1) **Administrative Issues**—recognize new attendee(s), list serve and web site, minutes from last meeting, campus profile, sponsor, registration fee, Churchill Downs outing 4/29 leaving at 4:00pm for last two races followed by dinner at Ex West and hospitality room. Also, IBC Roundtable will immediately follow the Director's Roundtable and Dr. Ron Atlas, President of Am. Society of Microbiology will speak to both groups on select agent regulations at 11:00am on April 30<sup>th</sup>.
- 2) **C&U Association's EPA Engagement Initiative** – update on February 2003 meeting with Bob Benson director of EPA Sector Initiative program in DC and status of regulatory reform strategy. Plans for panel discussion at July CSHEMA meeting at Vandy and getting topic covered at APPA and NACUBO meetings. Updated EPA penalty chart copyrighted by Kirkpatrick and Lockhart, LLP now available.
- 3) **New Incidents, Accidents, Investigations and/or Identification of Exposures**—“show and tell”, anyone using the AIHA site on lab incidents at <http://www2.umdj.edu/eohssweb/aiha/accidents/index.htm> , any interesting IAQ or mold investigations?
- 4) **Recent Inspections, Fines and Regulatory Development Updates**—CDC, NRC inspection experiences, other agencies, any new self audit and disclosure experiences, new DOT rule and requirements for security plans
- 5) **Implementation of Select Agent Regulations and Beyond**
  - Texas Tech department chair arrest in Jan. 2003 and ongoing investigation
  - RO and Alternate RO designation – letters outlining responsibilities and authority
  - FBI security risk assessments and fingerprint submissions—feedback from PIs
  - Interpretations your institution is following until regulation is final in developing security plans
  - Monitoring of exempt agents
  - New policies and procedures – i.e. acquisition, possession, inventory, etc.
  - Any pending letters requesting exclusion that have been submitted but not yet granted?
  - Lawful possession criteria, future non-exempt select agent work for those not already registered and time line
  - Any reorganization being discussed as a result of this regulation, DEHS role, etc.
  - Expanding list of materials of concern beyond select agents—anyone doing this? If so, what materials are on your list? What additional measures or tracking for these agents and any specific policies?

**7) Recent Surveys and Any Additional Issues to Survey (either formal or at Rounders)**

- Hazardous waste costs—Rich Strong, IUPUI
- EHS reporting lines – Jan Utrecht, Univ. of Cinn.
- Lab security survey—Joe Beres, Catholic University

**8) Impact of Budget Cuts**

- % amounts in coming FY and future
- Elimination of central funding for select programs vs. cutting positions and/or operating budget
- Chargebacks and/or increased revenue opportunities—review list from Fall 2002 Roundtable – any additions or would more detail be helpful?

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

- a. Bob Emery's accounting for environmental programs per Fall Roundtable—any one using this?
- b. EHS accreditation program concept – any developments with CSHEMA?
- c. Univ. of Missouri's construction/renovation project checklist for EHS issues
- d. Construction safety for contractors – especially in occupied buildings??
- e. Reminder of past candidates –i.e. pesticide practices at NCSU, FSU construction/contractor checklist,etc.
- f. Any new cost saving ideas??
- g. Discuss emerging EHS trends

**10) Laboratory Building Issues**

- a. EHS staff metric for bringing new lab buildings on line recap from Fall Roundtable (\$.20- \$.50 /sq.ft. rate). Discussion about Rounders developing consensus standards for research lab, academic lab, office and class room spaces—Bob Emery suggested collaborating on formula that would focus on 10 or so “predictors”
- b. International Building Code, hazardous material quantity limits impact on building design and use, also hazardous exhaust?

**11) Emergency Preparedness and University-wide Emergency Operations Plans—EHS role, emergency coordinator positions, use of CERTs, involvement in threat and security assessments, communications re: preparedness/ threat advisory levels, available resources, challenges (i.e.ability to actually shelter in place)**

**12) Hazardous Materials Tracking and Signage Systems**

- Stanford's Hazardous Materials Information System—Larry Gibbs
- Cornell's door signage system – date for release
- Any others to discuss?

**13) Shipping materials off campus ( DOT vs. IATA) and EHS's role—discuss compliance strategies and training approach and inclusion of new security requirements**

- 14) **Web Based Training Update**—List of university web based training modules compiled from Fall Roundtable – any new developments to discuss? Computer will be on site w/internet hookup.
- 15) **Miscellaneous Issues**
- Staying out of HIPPA
  - DEA controlled substances—UofL issue and new program
- 16) **New Technology/Software and Applications in Use or Planned**—PDA's vs. mini-computers; new hardware “Pallets”; color palm pilots and “Pen Dragon” software; digital cameras; smart phones; EHS data management systems; any new free software. Any new developments?
- 17) **Public Health Security and Bioterrorism Preparedness Act and SA regulations**—Dr. Ronald Atlas, President of the American Society of Microbiology and Dean of UofL's Graduate School will join us around 11:00am on Wednesday, 4/30 to give us his insider's view of the implementation of the interim rules on select agents and what the final rule might look like.