
OFFICIAL MEETING MINUTES

MEMBERS PRESENT

Michael S. Barnhart, Garrett Ferry, Jay Price, Mike Rotella, Charlie Howard, Steve Crouch, Jason Cottrell, Rebecca Alcorn, Terry Ledford, Randy Hamilton,

MEMBERS ABSENT

Brian Payne

GUESTS / PROXY(S) / MINUTES TAKER(S)

Michael Barnhart (proxy for BP), Josh Walker (guest), Shannon Loyd (minutes taker)

HANDOUTS

Meeting Agenda, Charter and Bylaws, Spill Contact Flow-Chart, Ensafe Regulatory Deficiencies, SPCC Red Plan

1. WELCOME

Michael Barnhart, Program Leader of Environmental Health and Safety, welcomed everyone to the Q1 2023 (January) meeting.

2. APPROVAL OF AGENDA

Mr. Barnhart began discussion of current agenda by mentioning that any agenda changes date and time will be located at the bottom of agenda sheet. The meetings will always be quarterly and on a Tuesday at 9 AM.

Mr. Barnhart asked if anyone had a chance to look at the attachments that were emailed and if there were any objections. No objections were noted, and attachments are to be made permanent.

3. NEW BUSINESS

a. ECC Charter Revisions

Mr. Barnhart stated the Charter had gone through several revisions. Sandra added some information on pg.2 including the complete member list. There were small changes to bullet points three and four.

Mr. Hamilton discussed adding the new Safety Coordinator to member or client list. Mr. Price asked if there are any other new members expected. Mr. Barnhart replied, “once you’re in, you’re in”, and stated the member list should remain small. After any changes are made to the list all documents will be emailed to members.

(Q): Mr. Walker asked what will this committee be considered?

(A): A subcommittee to the Campus Safety Committee

b. Certifications

Mr. Howard stated four people from EHS have been certified as lead inspectors. This was done to address any lead issues at the childcare center. Inspections are conducted every six months. Last inspection was conducted in 2019 where samples were taken. The most recent inspection was facilitated to make notes and see if we can continue to use the data from the 2019 full inspection.

(Q): Mr. Howard asked when issues are present in the childcare center how do we report them?

(A): All work orders are to go through Archibus. In the future that may change since Archibus will be going away in 2024.

(Q): Ms. Alcorn asked if there is an indicator in Archibus for lead paint?

(A): Unsure.

(Q): Mr. Price asked if the childcare center was the only building of concern?

(A): Yes.

4. CONSTITUENT ISSUES

a. Lead Awareness Training.

Mr. Howard mentioned the development of lead awareness training in person. Ms. Alcorn stated everyone who receives asbestos awareness training receives lead awareness training.

Mr. Howard discussed the lead inspections and the requirement to give notice to the State prior to inspections. EH staff are still in the process of becoming licensed by the State.

Mr. Barnhart discussed the gap in inspections for the childcare center. Last inspection (prior to December 2022) was conducted in June/July of 2020.

b. Asbestos Management Plan

Mr. Hamilton stated the Asbestos Management Plan was redone. Inspections are conducted every six months and annually as well as reporting to the State every three years.

c. SPCC Plan

Mr. Barnhart received the SPCC plan and has been in talks with Ensafe; looking at spill flow chart.

(Q): Mr. Barnhart asked how is the spill flow chart plan being communicated out?

(A): Mr. Price stated he didn't think it was.

Mr. Barnhart emphasized that Brian Guard needs to have a copy of the spill flow chart.

Mr. Price stated that the flow chart lists all the people that need to be involved in it. In the training documents there is a list of contacts.

(Q): Mr. Barnhart asked if a copy needs to be dispersed throughout departments?

(A): Mr. Price stated there is a copy in the training. An internal send out will be done along with a copy sent to Brian Guard.

d. SPCC/SWPPP

Mr. Ferry stated that SPCC/SWPPP training documents need updating, photos out of date. Numbers need to be verified that they are the same.

Mr. Ferry discussed the threshold for HEPACO. Training should discuss this.

Mr. Barnhart brought up that Ensafe is working on any audit updates and putting report together. Ensafe to discuss with Sandra and Mr. Barnhart. No current date frame yet.

(Q): Mr. Barnhart asked if the members of committee wanted to see any changes to the lead piece after Ensafe is finished.

(A): Not necessary.

e. TDEC Stormwater Audit

TDEC Stormwater audit is set to be conducted January 31st, 2023. They are looking at construction sites. Mr. Ferry mentioned that TDEC stopped doing full audits. There are six components to permit; they do one at a time. Mr. Ferry asked if anyone sees anything incomplete prior to inspection to let him know.

Mr. Hamilton mentioned the stadium having active asbestos and to let TDEC know upon visit.

Mr. Ferry discussed the TDEC inspection and stated how it is much less involved.

(Q): Mr. Howard asked if TDEC are going to go to the Steam plant?

(A): Mr. Ferry answered no, they look at it under components. There may be two audits by two different branches of TDEC.

5. OTHER BUSINESS

a. Oil Drums

Mr. Ledford stated that in the Ensafe documents (112.7C) the above ground storage tanks are double-walled not single-walled.

Mr. Cottrell mentioned needing some place to put used oil. Fleet Management will take used oil once it moves to Concord, but not now.

(Q): Mr. Crouch asked what kind of volume is generated?

(A): Mr. Cottrell answered it depends. Containers are usually five-gallon buckets; Enterprise Oil to collect this product.

Mr. Price stated quantity from Fleet Management it is usually 300 gallons.

Mr. Cottrell stated he is unsure where athletics disposes of used oil.

Mr. Ferry emphasized the importance of disposing of unlabeled drums.

Mr. Howard discussed the tanks get a monthly visual inspection from the people who conduct oil changes. There is a form on SPCC.

(Q): Ms. Alcorn asked if the form can be incorporated into Archibus?

(A): Yes, it can be.

b. Spill Kits

Mr. Howard discussed the need for spill kits to be present near generators on campus. Most generators are housed behind a built in fence or wall. There is usually space for a spill kit.

Mr. Ferry mentioned the need for a check box on the SPCC form for generator tank inspections.

Ms. Alcorn stated she would talk to Derek about purchasing spill kits.

Mr. Ferry stated that if there is a mobile spill kit then that should suffice.

Mr. Barnhart discussed the need to get rid of decommissioned empty tanks.

(Q): Any updates on Fleet Management move date?

(A): Unsure.

Mr. Ledford questioned the need for tanks to be secured (wood blocks or fence around it?).

Mr. Barnhart discussed the possibility of issues such as lost keys if there was a locked secure fence.

Mr. Ledford stated that the spill pallets added height which in turn could cause more spills/accidents.

(Q): Mr. Ledford asked if it could be verified whether or not there needed to be a secured storage area?

c. Additional Questions or issues

(Q): (Mr. Barnhart to Mr. Crouch) Anything you need to discuss?

(A): Mr. Crouch stated no, not really. Training outside of campus is working ok.

(Q): Mr. Barnhart asked if there are any issues off the Ensafe list that needs to be pushed to the front?

(A): Remove several unlabeled drums; try to get rid of unlabeled drums below 55 gallons.

(Q): Mr. Ledford asked are there any photos of broken secondary containment?

(A): Mr. Price mentioned two incidents on campus regarding used light bulbs found in the trash. One was from athletics. A contractor brought trash to Steam Plant Hill; mercury lamps placed in trash. TN Associated contractors dumping light bulbs.

(Q): Mr. Ledford asked if it was reported to construction?

(A): Mr. Price answered no. Look into putting a gate up to limit access to dumpsters.

(Q): Mr. Barnhart asked if there was any signage up?

(A): Mr. Ferry replied unsure.

Mr. Ledford stated to get with Roger or Brian to address the issue.

(Q): (Mr. Barnhart to Mr. Hamilton) Any questions?

(A): Not really.

(Q): (Mr. Barnhart to Ms. Alcorn) Any questions or issues?

(A): Regarding 112.7F (Ensafe audit), Ms. Alcorn stated we need to plan the training for this year. Training needs to be site specific to meet requirements.

Mr. Howard stated we have a module from Ensafe. Ms. Alcorn discussed the training that was conducted in 2019 combined RCRA/SPCC was in person.

Mr. Ferry stated the training should be kept to meet the requirements. Ms. Alcorn stated they may be able to take this on ourselves with support from EHS. Suggested every three years an in-person training.

Mr. Barnhart mentioned the power point available to use for training.

Ms. Alcorn stated there was no point in an in-person training if she cannot answer any questions. Need to address SWPPP and SPCC training.

Ms. Alcorn stated the steam plant has its own requirements for SWPPP and is Garret's area.

(Q): (Mr. Barnhart to Mr. Ledford) Any questions or anything you want to say?

(A): We are in the middle of Title 5 permit review.

(Q): Mr. Price asked who the point of contact is?

(A): Derek.

Mr. Barnhart stated that he and Mr. Howard are working on the Environmental Compliance Calendar, updating it. Draft available in April hopefully.

(Q): (Mr. Barnhart to Mr. Cottrell) Anything?

(A): Need to contact Enterprise Oil and get in compliance with oil containers.

(Q): Mr. Walker asked if any action should be taken for the illegal waste drop. Possibly speak with Police.

(A): Mr. Ledford suggested going to the construction company first and updating cameras at Steam Plant. Mr. Cottrell suggested signage on garbage areas.

CLOSED MEETING

d. REMINDERS

- a. Next meeting: Tuesday, April 18th, 2023, at 9:00 am.
- b. Please email questions to Michael S. Barnhart (mbarnha4@utk.edu).