
OFFICIAL MEETING MINUTES

MEMBERS PRESENT

Michael S. Barnhart, Brian Payne, Garrett Ferry, Jay Price, Mike Rotella, Charlie Howard, Steve Crouch, Jason Cottrell, Terry Ledford, Randy Hamilton, Brian Gard, Melanie Reese

MEMBERS ABSENT

Rebecca Alcorn

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

Troy Soumeillan (proxy for Rebecca Alcorn), Shannon Loyd (minutes taker)

HANDOUTS

Meeting Agenda, Charter, and Bylaws,

1. WELCOME

Michael Barnhart, Program Leader of Environmental Health and Safety, welcomed everyone to the Q2 2023 (April) meeting. Everyone in attendance asked to introduce themselves.

2. APPROVAL OF AGENDA

(Q): Michael Barnhart asked if there were any questions or concerns regarding the previous meeting minutes?

(A): No.

3. NEW BUSINESS

a. ECC Charter Revisions

Mr. Barnhart stated the Charter and Bylaws document reviewed in January (Q1 Meeting) was updated; all changes made after all feedback and comments received. The committee size numbers increased to sixteen, and we added two new voting members in Brian Garda and Melanie Reese.

Michael Barnhart moved (motion) to finalize documents. All members were in favor of the current document and contents as presented with no Ayes received during the vote. Therefore, the Charter and Bylaws Version 3.1 was adopted.

b. Decontamination Procedures

Mr. Payne mentioned the issues was identified via a gap. Mr. Payne and Mr. Cottrell discussed vendors to manage situations like this going forward. Jason called to get a document formalized.

Mr. Barnhart stated he spoke with UTPD to address the need for documentation to be pulled together.

(Q): Mr. Cottrell asked, "is this a procedure"?

(A): No, this is who you call in case a situation like this occurs in the future.

Mr. Barnhart stated we have BELFOR for these incidents. Mr. Payne spoke about the minor incident's facilities should address such as small cleanups. For larger incidents involving fatalities, suicides, etc. we should contact a trained company for cleanup (Belfor, HEPACO, for example).

Mr. Barnhart stated all documents will have to go through UTPD.

(Q): (Mr. Barnhart to Mr. Payne) Anything else on this?

(A): Mr. Payne stated, "we need to follow up quickly to finalize this."

4. CONSTITUENT ISSUES

a. Lead Management Plan.

Mr. Howard mentioned we are working on a lead management plan as well as certifying several employees as Lead Inspectors.

Mr. Howard discussed the results of the EnSafe lead and universal waste audit. Lead results revolve around the childcare facility.

For universal waste, the issues were found mostly in satellite areas. Audit results will be sent to Jay.

Mr. Barnhart mentioned the upcoming lead inspection on White Ave is set for 6/22/23.

b. Asbestos Management Plan

Mr. Howard stated we are collaborating with Lance Greene at EnSafe. Mr. Barnhart hopes to hear something by next week.

(Q): Mr. Ferry asked, "will we meet for the fiscal year"?

(A): July 18th.

Mr. Ferry stated to get whatever is needed submitted for fiscal review.

c. SPCC Plan

SPCC deficiency list mentioned (10 items).

(Q): Where have we landed with that?

(A): Mr. Cottrell stated all were completed. Eliminated issues.

5. OTHER BUSINESS/OPEN DISCUSSION

(Q): (Mr. Barnhart to Mr. Payne) "Anything else you'd like to discuss?"

(A): No.

(Q): (Mr. Barnhart to Mr. Ferry) Garret, anything?

(A): Mr. Ferry discussed he met with motor pool; drainage is in decent shape. There is a small pile of brake parts by dumpster to be recycled.

(Q): Mr. Ferry asked if there was a better way to them?

(A):

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

(Q): EHS has facilities tour for Greek housing in May and June. What are they looking for?

(A): Mr. Payne answered he was not sure, but usually fire guys are dealing with fire extinguishers; IWS looking for life safety reviews. Mr. Payne stated, "we will get back with him about it."

(Q): Mr. Barnhart asked Mr. Cottrell the status on the Serf outage?

(A): Mr. Cottrell answered, "no idea." Mr. Ferry answered, "Dan is working on it." Mr. Ledford stated it is not a 2-week outage. They are short outages with Research shutting down for two weeks. Freezers being moved.

Mr. Rotella discussed the vendors located at Serf, blocking roads with no signage. Haz Waste operations will be temporarily moved from Serf to Mossman.

(Q): (Mr. Barnhart to Mr. Ledford) Terry, anything?

(A): Mr. Ledford mentioned the Title 5 permit. Waiting on TDEC for permit.

(Q): (Mr. Barnhart to Mr. Price) Jay, anything?

(A): No.

(Q): (Mr. Barnhart to Mr. Crouch) Steve, anything?

(A): Mr. Crouch stated from a compliance standpoint check SAA waste handling. Putting label on unit and predate it since no one is labeling.

(Q): Do we still take alkaline BATTERIES?

(A): Mr. Cottrell stated we are still taking them, sorting them out. Hoping to get a battering sorting machine.

Mr. Barnhart mentioned a new EHS staff member was recently hired. His name is Peyton Martz.

Mr. Barnhart mentioned that EHS is reaching out to clients making hazardous waste pickup requests to ask that all requests funnel through the EHS website to keep track of all requests.

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

(A): No.

(Q): (Mr. Barnhart to Mr. Gard) Brian, anything?

(A): Mr. Gard mentioned the President is meeting mid-May. Discussing compliance culture and safety issues. Safety culture is not ingrained.

(Q): Mr. Gard asked if you have any other ideas send him an email.

(Q): Mr. Barnhart asked when?

(A): Mr. Gard stated May is not set yet.

(Q): (Mr. Barnhart to Mr. Soumeillan) Troy, anything?

(A): Confined space procedure. Supposed to have inventory list. Old one updated in 2017. Can you investigate the list?

(A): Mr. Payne stated he was not sure if it had been looked at. Has seen many unlabeled. Mr. Payne requested a list be sent to EHS.

(Q): (Mr. Barnhart to Ms. Reese) Melanie, anything?

(A): No.

Mr. Barnhart discussed the need to complete the document for compliance manual. The environmental compliance calendar has not been updated.

(Q): Mr. Howard asked, "will it be part of the safety stratus?"

(A): Mr. Payne responded, "not sure yet."

Mr. Payne discussed finally having a company system in place, chemical management module, incident management module, twelve different modules. Getting infrastructure in place.

(Q): (Mr. Barnhart to Mr. Howard) Charlie, anything?

(A): No.

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

(A): No.

Mr. Cottrell mentioned the GIS people are working on putting confined space areas on a map.

Mr. Payne stated that Safety Stratus has a system as well, but the other system might work better.

CLOSED MEETING

d. REMINDERS

- a. Next meeting: Tuesday, July 18th, 2023, at 9:00 am.

- b. Please email questions to Michael S. Barnhart (mbarnha4@utk.edu).