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## OFFICIAL MEETING MINUTES

### MEMBERS PRESENT

Michael S. Barnhart, Garrett Ferry, Brian Gard, Candis Sheehan, Brian Payne, Jonathan Sawyer, Charlie Howard, Melanie Reese

### MEMBERS ABSENT

Mike Rotella, Rebecca Alcorn, Brad Moats, Steve Crouch, Randy Hamilton, Wayne Parsons

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

Josh Walker, Peyton Martz, Brian Ranger (proxy for Mike Rotella), Shannon Loyd (minutes taker)

### HANDOUTS

Q4 – 2024 ECC Quarterly Meeting Agenda, Q3 – 2024 ECC Meeting Minutes, Steam Plant Hill Incident Investigation Report – May 31, 2024

#### 1. WELCOME/APPROVAL OF AGENDA

Michael Barnhart, Program Leader, Environmental Programs (EHS-Chair), welcomed everyone to the meeting. Guest members and new people were introduced.

**A quorum of eight (8) was verified by the Chair so the meeting could formally begin. Agenda was approved with no comments received.**

#### 2. REVIEW OF PREVIOUS MEETING MINUTES

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

**(A): No.**

Michael Barnhart moved (motion) to finalize the minutes.

#### 3. NEW BUSINESS

##### a. Serf Loading Dock Monthly Closures (Veolia)

- i. Mr. Barnhart discussed the monthly pickups conducted by our chemical waste contractor Veolia. These pickups are conducted on the SERF loading dock (Main Campus) two days a month (the last Wednesday and Thursday). There is lots of pedestrian traffic in and out of the dock with students walking through as well. This is a safety concern. Mr. Barnhart contacted Dr. McKay, Facilities services, and Brian Ranger to inform them of dock closure during these times. A ListServ will be sent out 48 hours prior to dock closure. Motion approved. Adopt this document as latest.
- ii. Ms. Reese stated the only issue would be maintenance and repair have their shop on the dock. Building services can wait to take the trash or find another dumpster. Possibly narrowing down the time period would be a suggestion.

**Q: (Ms. Sheehan) Did Traffic Services get notified at all? Should we reach out to them?**

**A: (Mr. Barnhart) We talked about placing traffic cones. I can reach out to them.**

b. Mock Spill Tabletop Exercise-2024

- i. Mr. Howard discussed the desire to conduct a mock spill exercise; with the Steam Plant, or a smaller group like Fleet Management to start. There are also schools such as Kansas State who do these exercises with laboratories.

**Q: (Howard) If anybody has any ideas about another location or group?**

**A: (Sawyer) Pest Control could probably use a thought experiment on that.**

Mr. Ferry mentioned a previous spill at the REC fields on Sutherland where a Coca Cola truck hit a tank that dumped diesel fuel into a storm drain connected to a pond. He mentioned that this scenario could work as a tabletop exercise.

**Q: (Barnhart) What year was that?**

**A: (Ferry) 2015-2016. We called HEPACO.**

**Q: (Barnhart) Brian, have you done any exercises? Mock spills?**

**A: (Gard) We have done some drills. There is a difference between exercises and drills. Some of what you are saying sounds like a drill, and then steam plant sounds like an exercise. Our training outreach guy (Ryan Steffey), I think if you involve him early in the drills, he might be able to help.**

Mr. Howard stated he recently was in contact with Ryan Steffey.

**Q: (Payne) When do you want to have the scenario nailed down?**

**A: (Howard) It might run into next year. We have two audits coming up. I believe the quickest way to do it may be as a lab exercise. We have staff with prior experience with lab exercises and drills. Labs may be more likely places for spills.**

c. HZW (24) & Tier II (25) EnSafe Audit Updates

- i. Mr. Barnhart stated that we are doing our third-party audits. Haz waste fiscal year updates. We have wrapped up the Haz waste portion of it. There are a few pieces on CAA's (eyewash stations, etc.) that we are finalizing. Contingency plan prep, management Plan updates, Reduction Plan updates, and mapping updates are being fine-tuned. Jeff and his team are working through fire extinguisher placement for CAA's. My plan is to have all these issues completed by Halloween. Our target for fiscal 2026 for the audits is Title IV.
- ii. Mr. Howard discussed Tier II and its annual occurrence. They were reporting gas and diesel. There are a lot of things that should be added to this report. There is a March 1<sup>st</sup> deadline for reporting. EnSafe is going to be brought in to potentially identify any other things that may need to be included in the report. This includes items with an MSDS and over 10,000 lbs. EnSafe will provide a map of campus with locations. Mr. Howard discussed adding information on oxygen tanks, chlorine, etc. EnSafe will be on campus approximately 3-4 days.
- iii. Mr. Barnhart noted that liquid oxygen and liquid nitrogen tanks are not listed. There are gaps in the report that need to be addressed. EnSafe is going to vet the submittal from last year.

**Q: (Ranger) Would the potassium hydroxide tank at the College of Veterinary Medicine be included?**

**A: (Barnhart) Mike had asked about that and the fuel for the digester. We are reporting for UTIA as well. We did some reviews of that, but I want EnSafe to do a full-scale review.**

**Q: (Ranger) Will the audit results be reported back to this committee?**

**A: (Barnhart) Yes.**

Mr. Barnhart discussed having one map including Steve's SPCC mapping along with main campus mapping to combine them specifically for TIER II. That would be one submittal going forward.

**Q: (Payne) What are we doing with the findings of all these audits? Are we tracking them or updating them quarterly?**

**A: (Barnhart) We are tracking them in Excel files.**

**Q: (Payne) So how are we closing them out?**

**A: (Payne) We are in the process of finalizing the hazardous waste piece. We are managing eyewash issues and there were some issues with labeling that are being addressed. There are still some SPCC pieces that we have not closed out yet.**

Mr. Payne mentioned the possible legal recourse of having the findings from the audits not addressed on a timely basis if someone were to get hurt, etc.

d. Annual Stormwater Report Deficiency

- i. Mr. Ferry stated UTK was unable to obtain a letter of legal authority from our general council as required by the second year of our current permit. UTK must have a letter that says they have the authority do what they say they have been delegated to do. This will trigger an audit. He sent in a notification prior to the September 30<sup>th</sup> deadline. He expects an audit around January-Feb of 2025. He inquired about the letter and there is a hold up due to a need to transition the policies on campus to the system policies. There is a separate process for that. There is a flow chart for the policies to go through approval which can take several months. The current status is unknown. He will keep everyone updated. Typically, it is a two-day event for the audit.

4. REGULATORY COMPLIANCE AND OPERATIONS

a. 2023 TDEC AHWAR Deficiency Letters

- i. Mr. Barnhart mentioned that both Main campus Haz waste and UTIA both received deficiency letters for our 2023 Annual Hazardous Waste Activity reports. The deficiencies were benign for main campus, and mostly administrative clerical errors. Waste streams (1,2,9) were accidentally omitted in the delivered report. The reports were corrected and scanned back in. They were certified mailed and emailed to TDEC. We have not heard anything back.

**Q: (Payne) Do they typically send you a deficiency clearance letter?**

**A: (Barnhart) No. Usually if we do not hear from TDEC by the first of January that means the corrections were good.**

- ii. Mr. Barnhart stated we have not had a visit from TDEC this year. TDEC did inspect UTIA. There were some issues with the Contingency Plan. The distribution of the plan to UTK, UTPD, LAPC, and the fire department.
- b. Steam Plant Hill Incident Investigation Report- May 31, 2024.
- i. Mr. Barnhart discussed the Tickle dumping incident. Partial lab decommissioning and cleanout. The disposal process is completely resolved. Waste management segregated and sent to the dump as refuse, and Veolia took the rest of the chemical waste. Mr. Barnhart stated he needs to get with Brad regarding the cost information for his end. We have the finance piece put together to recoup costs.
  - ii. Mr. Howard wrote an incidence investigation report. He met with the lab that dumped the chemicals and stated there is a language barrier with that group. They are working on their procedures to ensure this does not happen again. The lab has agreed to take their asphalt pieces to an asphalt recycling plant. The report had some recommendations to avoid this in the future including cameras and signage.

**Q: (Payne) What actions have been taken regarding Steam Plant Hill?**

**A: (Reese) The gate has been fixed. I am not sure when it will be open for regular dumping.**

Mr. Ferry stated the gate is not working. Ms. Sheehan stated she thinks the gate needs complete replacement. She discussed a “Steam Plant Improvement Project” and a new gate being part of that project depending on finances. She will investigate any updates.

**Q: (Payne) What about the cheaper stuff (signage, cameras, etc.)?**

**A: (Reese) I do not believe the signage has been put up.**

Mr. Ferry said he can make a sign, but he didn’t know where it would be placed. Ms. Reese said she would go to Steam Plant Hill tomorrow (10/16) to look at possible places.

**Q: (Ranger) Is there someone staffed at Steam Plant Hill at a check in point?**

**A: (Ferry) Its just whoever is around. (Reese) There was a discussion about putting a person there to watch the dumpsters.**

Ms. Sheehan stated the Steam Plant is not staffed to the max, but only staffed for what is necessary.

Mr. Ranger mentioned the stating “No hazardous waste” on signage at the steam plant, and did not think it would have had any effect on the dumping. The lab may have thought it was ok to dump.

**Q: (Reese) How did it get to this point? I thought there was a process with lab safety to educate the labs.**

**A: (Ranger) This is hard to guard against because it was probably a cleanout of a facility that was not looked at prior. There should be better questions asked of a lab regarding their hazardous waste management, so we get open ended questions.**

Mr. Barnhart mentioned possible contractors outside of UTK dumping material illegally.

Mr. Sawyer stated that signage is up on the asbestos dumpsters and there is still an issue with other items being placed in those dumpsters.

Mr. Barnhart discussed signage in conjunction with some sort of physical security/barrier (signage with a gate/cameras).

Ms. Loyd mentioned placing signage stating, "under surveillance."

**Q: (Howard) Do we have final numbers on the dumping yet?**

**A: (Barnhart) I have mine I do not have Brad's yet. Approximately 15 thousand.**

**(Ranger) We will probably be in the 50-60 thousand range when all is said and done.**

Mr. Payne discussed the massive costs involved in this dumping compared to the costs associated with the prevention of future possible dumping incidents.

**Q: (Loyd) Who is the person who would make the decision to put the signs up?**

**A: (Sheehan) It really does not matter who it could be any of us.**

**Q: (Loyd) So who makes the decision to get these signs ordered and put up?**

**A: (Ferry) We have a sign shop. (Reese) We need to know what the verbiage needs to be on it. (Ferry) Somebody needs to produce the language. (Reese) Then we can execute that if we need to.**

**Q: (Sawyer) The question is who is paying for it? Is it maintenance?**

**Q: (Loyd) So how do we figure out who is going to pay for it?**

**A: (Sheehan) Tickle can pay for the cameras. I do not know how that works out.**

**(Ferry) Signs are pretty cheap.**

**Q: (Payne) Michael, should we try and assign somebody for who is going to follow up on verbiage, placement? Do we feel like this committee does not have the authority to do?**

**A: (Ferry) We do not have any grounds to enforce that. (Reese) No, but UTPD would.**

Mr. Payne stated that if EHS were to produce signs and place them on Steam Plant Hill there might be some confusion or backlash from staff at Steam Plant Hill.

**Q: (Payne) Politically, who can make that call?**

**A: (Sheehan) If Wayne were still here, he would be able to help with that. I can ask Wayne. (Ferry) Nobody really owns it. It is a shared space.**

**Q: (Reese) Who is taking the Hill? That is the question.**

**A: (Walker) It seems to me who would pay the price for the wrong stuff being in the dumpster seems to be the person/department in charge.**

**Q: (Payne) Who meets that definition?**

**A: (Reese) Its probably Recycle. (Ferry) Recycling are the ones that coordinate the hauling of the dumpsters.**

Ms. Reese stated she would figure out who is responsible and who maintains that space. She asked if someone could work on the language for the signage. She mentioned Brad was not sure where to place the signs and told him one sign could be at the gate and the rest of them can be up throughout.

Mr. Ranger stated that somebody at UT has signed a waste assurance document that says this is the type of waste we are saying. So, whoever's name is on that assurance document probably needs to be the person who spearheads the signage.

(Sawyer) Facilities are certainly the ones who manage those contracts with Waste Management.

Mr. Walker mentioned using pictograms on the signage if there is a language barrier.

Mr. Ferry stated we should keep the sign concise.

**Ms. Reese mentioned the signage could state “general construction only. No lab waste. No Hazardous materials.” That also covers any construction materials they may want to dispose of. (Sawyer) “No hazardous, special, or lab waste.” (Reese) Can you write that down? (Ranger) That is just three symmetrical lines. (Reese) With a picture of the big camera that says, “you are under surveillance.”**

Ms. Reese stated they are constantly running people off who are rummaging through the dumpsters or dumping the wrong things.

**Q: (Ranger) Is that over at Stephenson?**

**A: (Reese) Yea.**

Mr. Sawyer discussed the moving of asbestos dumpsters to Stephenson Drive due to people dumping other items in the asbestos dumpsters on Steam plant Hill.

**Q: (Barnhart) Is there anything we can do gate wise there (Stephenson)?**

**A: (Sawyer) We are going to get an estimate on fencing in those dumpsters at the back of that lot. We do not have control of that entire lot. We are probably going to just fence our stuff in the very back. That will be locked up. We will have the key to that, and we will only unlock it when we notify Waste Management.**

(Ferry) We talked about moving all that stuff (dumpsters) over to Concord. I do not think that is going to make it any better. There's not as much traffic though and they are already building a gate over at Concord anyway.

c. Operations Discussion

i. Mr. Barnhart opened conversation for Operational discussion.

Mr. Sawyer discussed abatement projects in dorms recently. Parents were concerned regarding those projects. The problem is housing's communication and timing. Ultimately, they are the ones paying for the work. It is nothing out of compliance. Inspections are done during the summertime and then coordinate abatement on it when the students are not here. Housing decided to abate during the first two weeks of school. This instigated calls from parents regarding concerns. There are regulatory requirements when any sort of asbestos work is done. There is always signage, and notices are sent out prior to any work done. Facilities recommendation was to wait until Fall break to do any work. Parents were asking for notification of any work being done in the dorms, but this is not a legal requirement as their children are legal adults. The work being done is very routine and facilities go beyond all regulatory requirements.

**Q: (Sheehan) Is there a communications coordinator? Does Housing have anyone like that?**

**A: (Sawyer) I am sure they do. It is up to them to send that. The building notices we send out typically would have the building representative and it is their job to disseminate that to whoever they need to send that to. In this case the resident assistant and hall director were not aware even though we sent it to whoever should**

**have sent it to them. Everyone on that floor was surprised to hear workers in their hallway doing abatement.**

Mr. Payne discussed the issues within the department with several departures of staff during that time.

Mr. Sawyer stated that some changes are going to be made going forward such as project monitors on site. Housing is going to pay for it. Mr. Barnhart stated that in other departments they refuse to do any work while the students are present or in session.

- ii. Mr. Barnhart mentioned the repairs done on White Ave in the daycare. Taking a step in the right direction.

Mr. Ranger mentioned to make sure to copy the right person (cc Derek) in emails and enter any repairs needed into Archibus.

Mr. Barnhart stated there will be a procedural change. Every June and December there will be some sort of visual report for the lead.

## 5. OTHER BUSINESS

- a. Potential new minutes taker.

- i. Mr. Barnhart stated there may be a new minute's taker for either January or April for this meeting. Modifications to Charter & Bylaws.

- b. Changes to Charter and Bylaws

- i. May be some modifications to the Charter and Bylaws. Some potential title changes. Probably a vote in April (25). He will send out emails to Garret for Stormwater, Title IV to Steve for UTIA, Brad for Recycling, Jay for Sustainability, Haz waste and lead is internal, and any asbestos or document updates will be sent out via email.

**Q: (Ferry) You said that's February?**

**A: (Barnhart) Probably January or February. Will discuss in the January meeting.**

Mr. Ranger stated he might want to bump it up a little bit. Mike Gregory at the system level is looking for his annual report to be bout by the end of January or early February. Several high-level things may be required for his report.

## 6. ROUND TABLE EVALUATION

**Q: (Mr. Barnhart) Anything else?**

**A: (Mr. Ranger) There are a couple of instances of people reaching out about indoor air quality issues or mold. Possibly in the Communications building. Mold surveillance was conducted and found an HVAC issue and time passed. This issue came back to the surface recently. Someone had inferred that "EHS said they're not going to do this."**

**Q: (Ranger) How do we keep those conversations that are long term like that alive?**

**A: (Sawyer) They (communications building) were concerned about indoor air quality. One of the contributing factors is air conditioning. Their office sits right on the split between the student services and communications, so it is fed with two different HVAC units. There is an**

imbalance. They have condensation issues, temperature differentials, humidity. They got ahold of EHS and facilities. One of the things we want to communicate to EHS regarding mold, air sampling specifically, those cause more problems than their worth. Unless the air sample numbers are astronomical it really does not tell you anything. The customer sees the data and says there is mold here. They then think it requires something to be done. If we (facilities) get contacted on an indoor air quality thing ahead of time we try to communicate that to the customer. If we see visible mold, we will act on that immediately. Air sampling is more muddled. We will recommend dehumidifiers and air purifiers. The main thing is the HVAC. We have pushed and pushed to get it worked on. It has to have HVAC engineers look at it. Two weeks ago, the power went down, and it was raining condensation in that office suite. It has been a repeated series of unfortunate events in that area. We would like better communication before anything goes to the customer on those issues.

Mr. Payne stated he believed there was a process with IWS and Randy regarding those issues. IWS would do an inspection and if there was nothing visual, and not any other clues that something else was going on that they would not immediately jump to an air sample. He (Payne) stated he will get with Ricky to be able to close the loop with Randy again regarding this issue.

Mr. Ranger discussed how most of the time if people are complaining that they do not feel good in their office and you go in and take an air sample you will find some spores, but relative to the outside its nothing. Mr. Sawyer stated mold is a growing issue on campus and these concerns are time concerning, but having better communication between EHS and facilities is needed.

**Q: (Loyd) What is the blockade for having an HVAC engineer come out and take care of it here at the university?**

**A: (Sawyer) If we forward a work request it is going to be to another department. Wes and Wally are not required to report to me what they are doing to remedy issues like that. I am still going to be the point of contact for the customer when they come back, and it has not been done. We should be having the person facilities contacts in touch with the customer as well.**

Ms. Loyd stated there should be follow-through to avoid going around in circles.

Mr. Sawyer stated there was some action taken. He did get the customer in touch with folks who would be able to answer the customer's question. He was not sure about any updates on repairs. (Sheehan) "If you need help with contacts, you can always contact me, and I can find out what is going on. We do have a mechanical engineer in our department now. As far as communication aspect if you need somebody within our side ill be happy to do that. If you cannot get a direct answer from Wes or Wally, I can help you follow up."

**Q: (Payne) Could we modify the agenda where there is a section where we cover findings, grade them out high, medium, or low. We say these are our action items and we are tracking from this audit. This ongoing HVAC situation. That spreadsheet could go out in advance of this meeting. If you have an update-tag it. There could be an attachment to the meeting notes where the findings and action items are attached.**

**A: (Walker) If you do that you want to make sure there is always some level of progress. This meeting is public record.**

**Q: (Payne) Do you want to do a vote? (Ranger) We need some sort of accountability process.**

**A: (Barnhart) Its hard with changes in staff. Realignment with staff. Asbestos and lead had actions items. (Walker) It could be that the action item is that whoever is responsible or in control is aware of this issue and that they move forward. Then you have notified them.**



**(Payne) A paper trail is then created. (Ranger) This committee can parse it out and build accountability in the process. If we could build a section with action items and updates to keep moving the needle. (Barnhart) Lets chew on it before voting.**

Mr. Ranger stated that financial issues can then always be taken to the Campus Safety committee and show the documentation from the meeting minutes.

Mr. Sawyer mentioned how with the new budget model it would be easier for us to get funded from customers if we have documentation of issues that we have been trying to take care of.

**Q: (Barnhart) Any other concerns anyone wants to discuss?**

**A: (Howard) Thank you to whoever took care of the lead paint job at the daycare. (Payne) Thank you to Mr. Walker for fielding so many questions.**

## 7. ADJOURNMENT

### a. REMINDERS

- i. Next meeting for Q1 to be held Tuesday, January 21, 2025, at 9:00am.
- ii. Please email questions to Michael S. Barnhart (mbarnha4@utk.edu)