

## Health, Safety, and Environmental Subcommittee

### Meeting minutes February 03, 2020

Attending: Robert Arndt (Chair), Emilia Bak, Michael Bullard, Josphine Chambua, Mary Ann Jacobs (Acting Secretary), Claudia Nickolson.

Absent: Kelly Blackmon-Moran, Charles Chavis, McDuffie Cummings, Jr.

Approved Minutes from October 07, 2019 with no changes.

Election of Secretary – the group agreed that we would rotate the duties of the secretary. Mary Ann Jacobs took minutes this meeting and Claudia Nickolson agreed to take minutes at the meeting in March. Emilia Bak agreed to take minutes in April.

Report from the Chair - The Faculty Senate Chair, Dr. Mann, asked that our group review the UNCP Hazardous Waste Policy and Procedure from 2010? 2017?

[https://www.uncp.edu/sites/default/files/2017-12/hazardous\\_waste\\_policy\\_and\\_procedure.pdf](https://www.uncp.edu/sites/default/files/2017-12/hazardous_waste_policy_and_procedure.pdf).

Michael Bullard stated that in the past UNCP did not have a standard procedure for hazardous waste disposal, departments were individually responsible for their HW. Currently we have two months in which we dispose of Hazardous Waste: May and December. Carolyn Parsons and Gail Sampson are the HW managers for Chemistry and Biology Departments (where the most HW is generated). Those HW managers send a list in May and one in December to Mr. Bullard. After receiving those lists, Mr. Bullard then contacts a vendor who creates a manifest or record of how, where, etc. all the HW will be disposed of; this takes place in May and again in December. The University keeps that HW record for review for all inspections related to that HW disposal.

Mr. Bullard also stated that our committee may review a new fire prevention policy and may need to review safety for those walking near the new construction site for the future School of Business and the renovation work at West Hall.

Our meeting was adjourned at 4:01 pm. Our next meeting will be March 2 at 3:30 in UC 233.