Texas A&M University-Corpus Christi

Environmental, Health & Safety

Annual Report FY08
Environmental, Health & Safety Committee
University Level Committee Reporting to

Jody Nelsen, Executive Vice President for Finance & Administration

Charge: To assist the campus community by recommending uniform environmental, health and safety program guidelines. Scope: work to ensure that environmental, health and safety considerations are integrated and embedded into University functions, processes, and activities; make assessments of safety needs; provide the organization and impetus to facilitate integration of sound environmental, health and safety practices; and develop and propose environmental, health and safety rules to comply with laws and policies.

At August 31, 2008

Officers
Roy D. Coons, Chairman
Fran Trevino, Secretary

Members

Gretchen, Arnold          Community Outreach
Jose Bayarena Jr.         College of Liberal Arts
Carla Berkich            University Counseling Center
Mark Bohling              College of Education
David Briones            Staff Advisory Council
Steve Dial                College of Science & Technology
Amanda Drum               Student Residence & Life
Laurence Fischbach       Physical Plant
Alan Gutierrez            University Police Department
Melissa Jarrell          College of Liberal Arts
Deanna Mazzocco         Health Services
JoAnn McDonald          College of Education
Karen Middleton        College of Business Administration
Joanna Mott             College of Science & Technology
Karen Murray            College of Nursing and Health Serv.
Brien Nicolau           Centers & Institutes Representative
Cindy Roper             Library
J.R. Sanders            Student Affairs
Lisa Streit             Recreational Sports
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Executive Summary

The Environmental, Health & Safety (E,H&S) Department provides comprehensive environmental, health and safety services to Texas A&M University-Corpus Christi, its faculty, students and staff. Environmental, Health and Safety reports to the Director, Physical Plant.

Mission Statement for the Environmental, Health & Safety Department:
The Environmental, Health and Safety Department is committed to providing the students, faculty, staff, visitors, and community with exemplary services that promote environmental stewardship, healthy and safe surroundings for conducting research, teaching, and organizational activities. E,H&S Department is responsible for assuring TAMUCC’s compliance with federal, state, and local environmental, health and safety regulations. In that regard, E,H&S supports the mission of Texas A & M University Corpus Christi’s commitment to excellence in teaching, research, and service.

This report summarizes the major accomplishments of the Environmental, Health & Safety Department for FY08.

Environmental

Environmental Management System
In FY 08 following A&M System Policy 24.04 Environment, TAMUCC formed an Environmental Advisory Council to the Chief Executive Officer. E,H&S hired an Environmental Specialist to develop an Environmental Management System. The Safety Coordinator was named as the Environmental Manager by the Executive Vice President for Finance & Administration.

Storm Water Management Plan
Pursuant to the federal Clean Water Act and as a Co-Permittee with the City of Corpus Christi, TAMUCC maintains a Storm Water Management Plan. In FY08 representatives from the U. S. EPA, Texas Commission on Environmental Quality (TCEQ) and the City of Corpus Christi Storm Water Division reviewed the TAMUCC Storm Water Management Plan and conducted a facility inspection. There were no “Notices of Violations” (NOV) issued.

Facility Response Plan
In FY 08 the Texas General Land Office, (TGLO) Oil Spill Division via their authority granted by the Texas Oil Spill Prevention and Response Act of 1991 conducted a review of the TAMUCC Facility Response Plan for Oil Spills and performed a facility inspection. The inspection by TGLO Environmental Response Officers included fuel storage tanks at the motor pool, and the Harte Research Institute emergency generator fuel storage.
The TAMUCC Facility Response Plan was certified by the TGLO, there were no “Notices of Violations” (NOV). TAMUCC’s Oil Spill Response Discharge Prevention and Response Certificate #30224 is valid until 2010.

**Health**

**Water Quality Sampling Program**
In FY 08 E,H&S started a water sampling program to monitor the quality of potable water purchased from the City of Corpus Christi. E,H&S tests for free and residual chlorine, the City/County Health Department performs the laboratory water analysis.

**Automated External Defibrillators (AED’s)**
E,H&S purchased thirteen (AED’s) in FY 08 completing the Year 2000 goal to have an AED in every campus building.

**Safety**

Environmental, Health & Safety offers a number of important safety training courses provided to the campus community. The training programs are developed to meet regulatory compliance and to cultivate safety awareness on campus. Through a combination of safety training programs, improved employee safety awareness and Safety Initiatives funded by the Resource Allocation Program the Worker’s Compensation cost at TAMUCC has fallen from $88,896 in FY 03 to $35,611 in FY 07.

**Risk Management**

**System Risk Management and Safety Council (RMSC)**
The RMSC is established to provide component perspective, continual review of risk management, environmental, health and safety issues and recommended related guidelines and best practices for the Texas A&M University System.

**Resource Allocation Program (RAP) FY 08**
Texas A&M University-Corpus Christi received $49,725 to fund the listed safety initiatives: Side Walk Repair, Employee Inoculation Program for Hepatitis A/B, Employee Safety Shoe Program, Employee Development and Training, Automated External Defibrillator purchases.
Crisis Management Planning

System Policy 34.07 requires that each A&M System Component develop a Crisis Management Plan. The A&M System Risk Management and Safety Office required each component to submit their Crisis Management Plan to the Texas Engineer Extension Service (TEEX) for evaluation. In addition, each component must ensure response team readiness for compliance with the National Incident Management System (NIMS), Incident Command System (ICS).

The State Auditor’s Office and the Texas A&M System e-mailed TAMUCC a survey with the objective to determine if State’s public universities have designed and implemented campus safety and security emergency management plans that include on-going risk assessment, monitoring, and testing of the plan to ensure appropriate response in the event of an actual emergency. Student Affairs, University Police Department and Environmental, Health and Safety completed their respective portion of the surveys.

The TAMUCC Hurricane/Tropical Storm Defense Plan was tested when Hurricane Dolly threatened the Campus. The campus was ordered closed and classes cancelled for two days, July 24, and July 25 when tropical storm winds and heavy rains were predicted to impact Corpus Christi. Employees returned to work on July 25.

E,H&S is currently developing the TAMUCC Crisis Management Plan using the GIS/GPS format.

Committees, Councils and Boards

E,H&S staff serve on the following committees, councils and boards:
System Risk Management and Safety Council
Environmental, Health & Safety Committee
Environmental Advisory Council
Disability Advisory Council
Diving Control Board
Staff Advisory Council
Ad Hoc Campus Smoking Committee
Community Outreach Programs

E, H&S staff provided environmental, health and safety training and services for the following:
City of Corpus Christi Maintenance Department – SPCC Training.

City/County Health Department staff – E, H&S assisted City/County Health Department with their safety training for their emergency response personnel.

Environmental Management System

In an October 5, 2007 memorandum from the System Director of Risk Management to the Chief Executive Officers, Subject: Environmental Management Systems, concerning A&M System Policy 24.04 Environment it was determined that System Members take an aggressive approach to being exemplary environmental stewards by commissioning an Environmental Advisory Council and naming an Environmental Manager.

The TAMUCC Environmental Advisory Council (EAC) reporting to the Executive Vice President for Finance and Administration held its first meeting on November 8, 2007. Two faculty members from the College of Science & Technology, one faculty member from the College of Liberal Arts, a representative from the Research Office, the Director, Physical Plant and the Environmental Manager are members of the EAC. The Safety Coordinator was named the Environmental Manager.

E,H&S wrote a job description for an Environmental Specialist and in April 08 hired Chris Cherniss as the Environmental Specialist. He is developing an Environmental Management System for TAMUCC. The programs listed are components of the Environmental Management System.

Management of Regulatory and System compliance Programs

3. Emergency Planning Community Right to Know Act (EPCRA) Hazardous Materials Inventory Report to (TCEQ) and the Local Emergency Planning Committee (LEPC).
4. Clean Water Act: Storm Water Management Plan, Report to the U.S. EPA, (TCEQ), and the City of Corpus Christi. TAMUCC is a Co-Permittee with the City.
7. Controlled Substance MOU: Department of Public Safety and The Higher Education Coordinating Board.
Storm Water Management Plan
The U.S. EPA promulgated regulations in 40 CFR 122 requiring operators of Municipal Storm Water Sewer Systems to have a National Pollution Discharge Elimination System (NPDES) permit. On April 3, 1994 TAMUCC, Del Mar College, Texas Department of Transportation and the Port of Corpus Christi agreed to be a Co-Permittee with the City of Corpus Christi for National Pollution Discharge Elimination System (NPDES) permit Number TXS000601.

EPA Storm Water enforcement officers scheduled facility inspections and Co-permittee presentations of their Annual Storm Water Report. The presentations were held at the City of Corpus Christi’s La Retama Library. Reported change to our Storm Water Management Plan was the construction of the Dr. Jack and Susie Dugan Wellness Center. Construction commenced in 2007 by Fulton/Coastcon. TPDS permit # TXR 15-000.

Dr. Jack and Susie Dugan Wellness Center – construction site.
Health

Monthly, water samples are collected for select buildings. The samples are tested for free/residual chlorine and fecal/total coliform. E,H&S purchased a LaMotte Model 1200 Colorimeter at a cost of $350.00 to monitor free and residual chlorine. The City/County Health Department performs the fecal coliform analysis. To date eight (8) buildings sampled have met accepted water quality standards.

Safety

The Slip, Trip and Fall related injuries are the most prevalent injury. Many of these types of accidents are attributed to the cracked and uneven sidewalks on campus. Listed as RAP Safety Initiative (1) for the second year is “Side Walk Repair and Construction”.

The chart shows the distribution of various injury categories and their corresponding counts for the year 2007.
Risk Management

Texas A&M University System Resource Allocation Program FY08

Texas A&M University-Corpus Christi Safety Initiatives

<table>
<thead>
<tr>
<th>Initiative Title</th>
<th>Estimated Cost</th>
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<tbody>
<tr>
<td>Sidewalk Extension west of the Physical Plant</td>
<td>$16,500</td>
</tr>
<tr>
<td>Hepatitis A/B Employee Inoculation Program</td>
<td>9,000</td>
</tr>
<tr>
<td>Pre-Placement Physical Pilot Program</td>
<td>4,000</td>
</tr>
<tr>
<td>Employee Safety Shoe Program</td>
<td>5,000</td>
</tr>
<tr>
<td>Employee Development and Training</td>
<td>8,000</td>
</tr>
<tr>
<td>Automated External Defibrillators</td>
<td>7,225</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$49,725</strong></td>
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**Initiative 1. Side Walk Extension West of the Physical Plant**

Originally, the sidewalk construction was planned along the south side of Oso Lane connecting with existing side walk in front of the Physical Plant. However, Physical Plant recommended that the funds be combined with a planned side walk on the north side of Oso Lane.

**Initiative 2. Employee Hepatitis A/B Employee Inoculation Program**

The State of Texas and System Regulation 34.04.03.01 requires that the employer vaccinate employees that have a work related exposure to blood borne pathogens. Employees determined to be first responders to Post Hurricane incidents were included in this year’s initiative. In FY08 148 employees were vaccinated for Hepatitis A/B at a cost of $12,125.

**Initiative 3. Pre-Placement Physical Pilot Program**

TAMUCC and TAMUK participated in the A&M System Pilot Program. The objective of the program is to provide selected departments within Physical Plant with a means to ensure that employees hired for a particular position can perform the essential functions outlined in the job description while at the same time protecting the employee and others in the workplace from potential injury. Economics and the difficulty in hiring new employees to fill positions in the Grounds and Custodial Departments have placed this initiative on hold.
Initiative 4. Employee Development and Training
This year TAMUCC employees attended Train the Trainer Safe Scaffold Building training, Local Emergency Planning Committee Tier II Submittal Software Training, NFPA Fire and Life Safety Training, the E,H&S Academy and the University of Texas and the A&M System Risk Management and Safety Conferences and over 40 TAMUCC employees received NIMS Incident Command System Classroom and web-based Training. A $1200 purchase by E,H&S of the complete NFPA Fire and Life Safety Code books for Physical Plant.

Initiative 5. Employee Safety Shoe Program
Twenty four employees from Physical Plant, Custodial Services, Grounds, Maintenance, HVAC, College of Science & Technology, Center for Coastal Studies, National Spill Control School, Division of Near Shore Research, Conrad Blucher Institute, College of Liberal Arts, Harte Research Center Scientist aboard NOAA Research Vessels and Environmental, Health & Safety received safety footwear at a cost of $2400.

Initiative 6. Automated External Defibrillators
This FY our goal from the year 2000 to have at least one (1) (AED) in each TAMUCC Building was met. This year two (2) AED’s were provided to the Athletic Trainers in the Athletic Department. Off campus locations where AED’s were placed this FY are the Art Museum of South Texas and the Antonio Garcia Art and Education Center. In FY 08 we purchased 13 AED’s at a cost of $7,225. Seven AED’s purchased prior to 2005 were removed from service because they did not meet the new American Heart Association (AHA) guidelines for CPR. Monthly E,H&S inspects each AED to ensure operability.

Note: 2005 spike due to Athletic Team traffic accident that injured several members of the coaching staff. The steady decrease in Worker’s Compensation cost can be attributed to the awareness to safety by our employees and management support of safety compliance and training.
TAMUCC E,H&S hosted the January 2008 System Risk Management and Safety Council meeting at the Art Museum of South Texas. Members of the Council enjoyed the hospitality afforded to them by the Director, Mr. Joe Schenk and the Assistant Director Ms. Marilyn Ramey. Chris Cherniss, Environmental Specialist presented the TAMUCC Spill Prevention Control and Countermeasures plan in the GIS/GPS format. Council members performed a courtesy safety evaluation of the Art Museum of South Texas.

Crisis Management

TAMUCC as stated in System Policy 34.07 has a Crisis Management Plan. We submitted our Crisis Management Plan to the Texas Engineering Extension Service for review as requested by the A&M System Risk Management and Safety Office. In addition, each component must ensure response team readiness for compliance with the National Incident Management System (NIMS), Incident Command System (ICS). The National Spill Control School, a component of the College of Science and Technology and Environmental, Health & Safety has trained over 40 TAMUCC employees in the Incident Command System. FEMA Web based training and classroom topics taught were ICS 100, ICS 200, and ICS 700. Compliance with (NIMS) is required if the University applies for FEMA grant or disaster relief funding.

TAMUCC responded to Crisis Management surveys from both the State Auditor’s Office and the A&M System Risk Management and Safety Office. The objective is to determine if the State’s public universities have designed and implemented campus safety and security emergency management plans that include on-going risk assessment, monitoring, and testing of the plan to ensure appropriate response in the event of an actual emergency.

TAMUCC’s University Police Department, Student Affairs and Environmental, Health & Safety responded to the survey. TAMUCC submitted at the Auditor’s and System request a copy of the TAMUCC Crisis Management Plan, Incident Command Structure Flow Chart, a list of entities with which the university has mutual aid agreements and the university’s Annual Security Report published in accord with the Federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Once again the TAMUCC Hurricane/Tropical Storm Defense Plan was tested when Hurricane Dolly threatened the Campus. The Hurricane/Tropical Storm Assessment Team, lead by Dr. Paul Orser met to deal with the threat. The campus was ordered closed and classes cancelled for two days, July 24, and July 25 when tropical storm winds and heavy rains were predicted to impact Corpus Christi. Employees were required to return to work on July 25.
E, H&S is currently developing the TAMUCC Crisis Management Plan in a GIS/GPS latitude/longitude format. Using a digital camera, “Photo Link” software information is stored on a “Tuff Book” laptop. All of the Crisis Management Plan information is backed up on two portable 250 giga bite hard drives. When completed the e-plan will contain the Hurricane/Tropical Storm Management Plan, a detailed Crisis Management Plan, Fire and Life Safety Plan which shows visually where our fire hydrants, fire department hookups and entry points into buildings are located. Building floor plans will pin point “Areas of Rescue Assistance” and “Severe Weather Safe Areas” within each building. Additionally, the plan contains schematic drawings of our water, sanitary sewer and gas lines. Regulatory required Spill Prevention Control and Countermeasures and Facility Response Plans are readily accessible either from the field or from a Command Post.

TAMUCC Utility Lines – aerial view schematic.
E, H&S Committees and Councils Service for FY08

Risk Management and Safety Council
The RMSC is established to provide component perspective, continual review of risk management, environmental, health and safety issues and recommended related guidelines and best practices for the Texas A&M University System. In FY 08 the TAMUCC Safety Coordinator served as the Chairman.

Environmental Advisory Council newly formed in FY08
The Environmental Advisory Council is a standing committee that reports to the Executive Vice President for Finance and Administration and is responsible for coordinating institutional stewardship of the environment through developing environmental policy and overseeing the implementation and effectiveness of the university’s environmental management system (EMS). The Council serves as a campus wide planning and advisory forum to identify, assess, and rank environmental concerns, coordinate institutional responses to these issues, and communicate environmental performance to the CEO and to the campus community.

Members:
Roy D. Coons, E,H&S, Chairman
Mr. Laurence Fischbach, Director, Physical Plant
Ms. Renee Gonzales, Compliance Officer, Graduate Studies and Research
Mr. David Jensen, Director, National Spill Control School
Mr. Louis Katz, Professor, College of Liberal Arts, Department of Arts
Dr. Elizabeth Smith, Associate Research Scientist, Center for Coastal Studies

E,H&S Committee
Charge: To assist the campus community by recommending uniform environmental, health and safety program guidelines. The Environmental, Health & Safety Committee meets on the third Tuesday of the month. Meeting Highlights: Mr. Marshall Collins VP for Marketing and Communications gave an overview of the campus DDC Communicator emergency system, and other means of notifying the campus community of an emergency, Mr. Chris Cherniss, Environmental Specialist, presented “Maroon Going Green” a presentation emphasizing the A&M System’s commitment to environmental stewardship, redesigned the 4 Way Stop at the intersection of Oso Lane and University Boulevard, and Ms. Thuy Fleming, Safety Specialist, presented “Why and How are Fire Alarms Conducted”.

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Disability Advisory Council
The Disability Advisory Council serves in an advisory role to the office of Disability Services. The Council will identify and make recommendations on how to increase disability awareness, accessibility to campus, and collaborative efforts within the university to better serve the needs of students with disabilities.
Dr. Carla Berkich, Director, Student Counseling and Development, Chairman
Mr. Roy D. Coons, Division of Finance and Administration representative

Diving Control Board
The purpose of the Diving Control Board (DCB) is to ensure that all scientific diving is conducted in a manner that will maximize protection of scientific divers from accidental injury and/or illness, and to set forth standards for training and certification that will allow a working reciprocity between organizational members. Fulfillment of the purposes shall be consistent with the furtherance of research and safety. The Diving Control Board consists of a majority of active scientific divers and has autonomous and absolute authority over the scientific diving program’s operation. Currently, the (DCB) is a College level Board, reporting to the Dean, College of Science & Technology. With the growth of the University other Departments have started diving programs or provide diver certifications. It is the Goal of the Board to have the (DCB) promoted to the University level reporting to the Provost.
Members:
Mr. Roy D. Coons, Environmental, Health & Safety, Chairman
Dr. Kevin Strychar, Diving Safety Officer, Assistant Professor, Marine Biology and Microbiology
Dr. Ian MacDonald, Professor, Harte Research Institute
Mr. John Adams, Research Specialist III, Division of Near Shore Research
Mr. Steven Dial, Operations Supervisor, College of Science & Technology
Dr. Gary Jeffress, Director, Conrad Blucher Institute

Staff Advisory Council
The Council serves as advisory to campus administration and reports directly to the Executive Vice President for Finance and Administration, who is responsible for the Human Resources Department.
President, Wendy Thompson, College of Liberal Arts
Representative, Roy D. Coons, E,H&S EEO Category 3: Professional/Non-Faculty, term expires 8/31/09.

Ad Hoc Campus Smoking Committee
The Committee members included persons that did and did not smoke. The charge of the Committee was to review current City of Corpus Christi Smoking regulations, University policy and the work done by previous committees. The objective of the Committee was not to eliminate smoking but identify areas where smoking would not be intrusive to non-smokers.
Community Outreach Programs

At the request of the City of Corpus Christi Environmental Manager, TAMUCC staff trained twenty City of Corpus Christi Maintenance Department personnel in Spill Prevention Control and Countermeasures. The training was held at the City of CC Maintenance facility.

E,H&S at the request of the City/County Health Department provided safety training for the Selection of Personal Protective Equipment, Respiratory Protection to include respiratory fit testing for their emergency response personnel.