

**UNIVERSITY SAFETY AND SECURITY COMMITTEE  
MINUTES  
December 8, 2005**

Members Present: Lorraine Alexander, Carolyn Elfland, John Olsen, Derek Poarch, Pete Reinhardt, Michael Rolleri, Tony Waldrop Marie Zeldin

Members Absent: Laurie Charest, Margaret Jablonski, Bruce Runberg, Gene Scarborough, Leslie Strohm, Nancy Suttentfield, Marie Zeldin

Guests: James Gilbert, Ray Hackney, Deb Howard, Cindy Taylor

**1. Approval of the Heat Stress Policy**

Pete Reinhardt presented the revised Heat Stress Policy. This policy had been presented at the September meeting where several suggestions were made by committee members. The revised policy reflects changes to incorporate those comments. A section on employee responsibilities has been added. The suggested actions to avoid heat stress have been moved to a separate document, so that only policy items remain in the Heat Stress Policy itself. Mr. Reinhardt noted that he had received communication from the Employee Forum, including a suggestion to consider the University of Toronto policy. Mr. Reinhardt reported this had been done, and EHS feels that the policy is ready for adoption. The committee unanimously approved its adoption.

**2. Proposed Signage System for Laboratories and Other Hazardous Materials Areas**

James Gilbert made a Power Point presentation on a proposed signage system for laboratories. The purpose of this system is to create uniformity in hazards signage for emergency responders, housekeepers, and others that do not work in hazardous spaces but have a need to enter them periodically. Examples of areas on the campus with confusing or uninformative signage were provided, as well as examples of signage systems in use at other research universities, and the suggested standard sign for the Carolina campus. There are no standards for interior signage on the campus, and EHS plans to work with Facilities Planning to have this system adopted as the standard for hazards signage. The system will be for entry doors, signage for individual hazardous areas within rooms will remain unchanged. The system will be implemented on a pilot basis, and revised for lessons learned. Several committee members made suggestions. Cindy Taylor noted that UNC Hospitals appreciated the effort because it will improve their understanding of the hazards of University laboratories in Hospitals space. The committee encouraged EHS to continue development of the standard signage system.

**3. Status Report on Avian Flu/Pandemic Flu Preparedness**

Pete Reinhardt presented a status report on preparations for avian flu/pandemic flu. He noted that there were 3 flu pandemics in the 1900s and more can be expected in the 2000s. A task group has been formed to plan for pandemic flu, including representatives of Housing, Dining, Public safety, Student Health, Human Resources, the University Employee Occupational Health Clinic, International Center, General Counsel, Risk Management, and School of Medicine infectious disease specialists. Orange County Public Health also is participating. The group has three tasks: (1) develop an informational web page, (2) complete pre-event plans, things that can be done now to prepare (for example, inventory and stockpile respirators), and (3) complete a response matrix that outlines the responsibilities of various groups in different situations. The committee praised the group for its proactive work and encouraged it to continue.

**4. Compliance Plans for Shipment and Transport of Regulated Materials**

Deb Howard presented the proposed compliance program for shipment and transport of regulated materials. Federal laws were tightened significantly after 9/11 and continue to be strengthened. Fines now can be in the millions, and penalties include jail time. Several research groups at Carolina are setting up laboratories in foreign countries which heightens the need to ensure compliance. A task group composed of representatives from General Counsel, Sponsored Research, and EHS are working on developing training materials and

compliance programs. The regulations are highly complex and not readily amenable to a simple do and don't chart. In many cases individual training will be required. Several committee members commented on the complexity of these regulations and the severe penalties for non-compliance. The committee praised the task group for its work and encouraged it to continue.

There being no further business, the meeting was adjourned.