

**UNIVERSITY SAFETY AND SECURITY COMMITTEE  
MINUTES  
December 10, 2004**

Members Present: Carolyn Elfland, Christopher Payne, Peter Reinhardt, Michael Rolleri, Cindy Taylor (UNC Hospitals)

Members Absent: Lorraine Alexander, Laurie Charest, Margaret Jablonski, Lester Kwock, Bruce Runberg, John Olsen, Derek Poarch, Gene Scarborough, Leslie Strohm, Nancy Suttentfield, Tony Waldrop, Marie Zeldin

Guests: Mary Crabtree, Larry Daw, Rich Miller, Billy Mitchell

**1. Emergency Notification System**

Pete Reinhardt provided an update on the process of looking for an emergency identification system for the campus. Environment, Health, and Safety and Telecommunications have looked at one system and are scheduled to look at another. An issue that has been identified is that there are only 480 phone lines to the campus, which will cause problems with services that dispatch 6,000 and more calls a minute. Other campuses around the country are being polled to determine best practices and pitfalls, some are using instant messaging rather than telephone contact. Another update will be provided at the March meeting.

**2. Revised Policy on Occupational Medical Surveillance and Safety Training Requirements for University Employees Located in Healthcare Facilities**

Pete Reinhardt presented an overview of the revised policy, which has been changed to conform to changes in OSHA requirements. The policy was approved by the Occupational Health and Clinic Safety Committee and forwarded to the University Safety and Security Committee (USSC) for action. The USSC approved the policy and will forward it to the Chancellor.

**3. Automated External Defibrillator Policy**

Pete Reinhardt presented this new policy, which was approved by the Occupational Health and Clininc Safety Committee and forwarded to the USSC for action. Departments on campus are purchasing automated external defibrillators (AEDs), and the intent of policy is to define responsibilities and insure that the units are maintained, sufficient persons are trained, and regulatory requirements are met. The USSC approved the policy and will forward it to the Chancellor.

**4. Underground Storage Tank Removal Plan**

Larry Daw presented the status of underground storage tanks on the campus. Many have been upgraded or removed. The removal and replacement of the remaining tanks belonging to state-funded units has been funded by the 2004 R&R appropriation. Funding for removal and replacement of four tanks belonging to receipts-supported units is needed. Receipts-supported units are required to provide this funding. If contamination is found upon removal, some tanks are eligible for reimbursement of all costs from the state while other tanks are subject to a \$20,000 deductible. USSC member Christopher Payne will take responsibility for communicating the requirement for removal of the two tanks belonging to units in Student Affairs. USSC member Carolyn Elfland will take responsibility for communicating the requirement for removal of the two tanks belonging to units in Campus Services.

**5. Update on the Environmental Affairs Program**

This topic was deferred to the March 2005 meeting because the amount of time devoted to the prior topics had left insufficient time for this presentation.

There being no further business, the meeting was adjourned.