

**STATE BOARD OF COMMUNITY COLLEGES**  
**Contract for Environmental, Safety, and Health Compliance**  
**Fiscal Year 2016-2017**

**Request:** The State Board is requested to approve a one year contract with Blue Ridge Community College (BRCC), not to exceed \$280,000, to fulfill the state and federal regulations as per Occupational Safety and Health Administration (OSHA) Standards Part 1910 for environmental, safety and health compliance programs, to include, but not limited to chemical laboratories, blood borne pathogens and hazardous materials.

**Background:** Since November 1992, the Community College System has had a contract to assist the colleges in fulfilling this requirement. Since 2001, BRCC has provided the assistance through the Environmental Safety Training Program.

**Rationale for Contract:** In order to fulfill the state and federal regulations as per OSHA Standards Part 1910 for environmental, safety and health compliance programs, BRCC was originally selected through a proposal and evaluation process to provide the following services to all fifty-eight Community Colleges.

- Provide a minimum of three days of service annually to each of the 58 colleges
- Audit the college's environmental and safety compliance programs and documentation, to include Material Safety Data Sheet (MSDS) files and the inventory of chemicals/hazardous materials
- Follow-up the previous audit findings
- Develop instructor presentations and/or training plans for colleges to become compliant in environmental and safety standards
- Continually provide updates to the environmental and safety compliance programs applicable to each individual college as required by specific regulations
- Prepare annual updates of Superfund Amendments and Reauthorization Act (SARA) Title III, Tier II reports
- Assist in development of safety policies and procedures for the community colleges
- Develop and maintain a web page pertinent to this contract for use by the community colleges
- Evaluate and inform each college of requirements for the disposal of hazardous waste for each facility owned or used by the college (Disposal costs are not a part of this contract.)
- Provide additional training in other areas identified by the colleges within the funds available and as time permits
- Participate in the Association of Community College Facility Operations' semi-annual meetings, as requested, and provide training on a relevant environmental, safety, or health topic

**Method of Procurement:** In accordance with the procurement practice of the State of North Carolina, there is no requirement for approval by outside purchasing authorities. This contract is between an institutional agency of the community college system and the System Office.

**Contract Amount and Time Period:** The contract period will be from July 1, 2016, through June 30, 2017, for an amount not to exceed \$280,000, which reflects a three percent increase in this year's contract. The FY 2015-2016 contract with BRCC for these services was for \$272,000.

**Fund Source and Availability:** The funding is contingent upon availability of fiscal year 2016-2017 State General Fund Appropriations.

**Contact Person:**

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# **Environmental Health and Safety Institute**

## **Summary of Services for July 2015-March 2016**

**Prepared for the NC State Board of Community Colleges**



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Environmental Health and Safety Institute  
Summary of services provided to NC Community Colleges  
July 2015 to March 2016

## Introduction

Since 2001, The Environmental Health and Safety Institute (EHSI), has provided a variety of occupational health and safety related services to the NC Community Colleges. Over that period, EHSI has developed a reputation as the go to resource for information and training regarding occupational health and safety in the community college setting. In addition to our role as safety consultants, EHSI also provides a wide variety of services to the colleges in order to help them maintain safe and healthy working and learning environments.

## Background

The Environmental Health and Safety Institute is headquartered at Blue Ridge Community College in East Flat Rock, NC. Their staff consists of accredited safety professionals who participate in continuing education opportunities annually in order to stay current with trends and techniques within the Health and Safety field. All three members of the EHSI full time staff are accredited OSHA Outreach Trainers, as well as Certified Environmental and Safety Compliance Officers. EHSI staff are also members of The National Environmental, Safety, and Health Training Association (NESHTA), The National Partnership for Environmental Technology Education (PETE), and The Hazardous Materials Training Research Institute (HMTRI).

EHSI continues to provide a wide variety of services to the 58 NC Community Colleges including:

- OSHA Required Employee Training
  - Onsite
  - Offsite using the EHSI "SafetyNet" online meeting room
- On-site Safety Inspections of campuses and centers
- Fume Hood Testing in Science Labs
- Tier 2 EPCRA form preparation
- Indoor Air Quality Assessments and Mold Testing
- Asbestos Inspections and Sampling
- Maintains safety resource website [www.blueridge.edu/ehsi](http://www.blueridge.edu/ehsi)
- Publishes quarterly newsletter for NC CCs "Safety Measures"
- Annual Safety Leadership Conferences

## **Summary**

### **OSHA required employee training**

EHSI provides OSHA training to NC CC employees both onsite and online. Classes include but are not limited to slip trip & fall prevention, ladder safety, hazard communication, bloodborne pathogens awareness, arc flash awareness, and personal protective equipment. In addition, EHSI has begun developing classes that are more specific for certain jobs including Safety for Groundskeepers, Safety for Custodians, and Office Safety.

EHSI's online safety training website "SafetyNet" allows EHSI to offer training at times that are convenient to a college's schedule. By offering classes that are scheduled on certain days of the month, or by setting up classes specifically for CCs, EHSI is able to greatly expand our training reach for a minimal expense. Training numbers have been going up consistently since the inception of SafetyNet and have continued to do so over the past year.

Our total number trained this year has nearly doubled compared to last year and as of April 7, 2016, 1401 CC employees have received a total of 1884 training hours. We project that by the end of fiscal year 2015-16, we will have trained a total of 1600 employees for a total of 2894 training hours.

### **On Site Safety Inspections**

EHSI performs on-site safety inspections at NC CC Campuses and Centers in order to identify existing hazards as well as to follow up on hazards recognized in prior inspections. Findings are then summarized and sent to the College President and Primary Safety Contact in a written report. During a typical safety inspection, EHSI is able to identify a wide variety of workplace hazards and OSHA violations and can give advice on correction to the primary safety contact. These inspections are essential in our pursuit to prevent accidents in the workplace and can also save colleges thousands of dollars in potential OSHA fines.

So far this year, EHSI has performed safety inspections at 51 campuses and centers within the NC CC system and is scheduled to visit more than 42 additional locations by the end of June.

### **Fume Hood Testing**

OSHA requirements mandate that laboratory fume hoods be tested once a year in order to ensure they are operating within an acceptable range of air flow. EHSI includes among their on-site services the annual testing of hoods at every location within the CC system. EHSI tests over 550 fume hoods annually that are housed at over 80 locations throughout the state.

### **Leadership Conference**

Each year, EHSI hosts a Safety Leadership Conference in order to allow an opportunity for better networking among CC Safety Officers and to provide them with more advanced Safety Management Training. In the past, EHSI has held conferences at Pitt CC, Haywood CC, Blue Ridge CC, Wake Tech CC, Randolph CC, Guilford Tech CC, Cape Fear CC and Davidson CC to name a few. This year's event will be held at Asheville Buncombe Tech CC from April 27-29.

Attendees at this year's conference will receive 16 hours of classroom and hands-on emergency spill response training that will prepare them for a chemical release incident that could potentially occur on their campus. This year, we have 35 registered to attend from 20 different community colleges.

### **Air Quality and Asbestos Assessments**

It is not uncommon for Community Colleges to receive complaints from students and faculty regarding the indoor air quality in some of their buildings. EHSI provides preliminary indoor air quality assessments and mold testing as needed for the CCs. Since this service was added to the scope of services for 2015-16, EHSI has performed 36 onsite indoor air quality assessments for 24 different Community Colleges.

EHSI employs a certified asbestos inspector who is licensed to take samples and submit them for analysis. When colleges are preparing to do renovation work, or replace potentially asbestos containing equipment (such as old fume hoods) they can utilize EHSI to provide the sampling and analysis to determine if the material they are dealing with contains asbestos. EHSI has performed 4 asbestos inspections so far this fiscal year.

### **Partnerships**

In an effort to support Governor McCrory's goal of reducing Workers' Comp costs at State Agencies by 10%, EHSI partnered with the Office of State Human Resources to provide training opportunities to employees throughout the state who are Workers' Compensation Administrators. EHSI coordinated with 12 different Community Colleges to provide classroom space for 17 training sessions presented by members of the Office of State Human Resources. Over 400 state employees attended these courses which were held in January and February of this year.