

STATE BOARD OF COMMUNITY COLLEGES
Contract for Environmental, Safety, and Health Compliance

Request: The State Board is requested to approve a one year contract with Blue Ridge Community College (BRCC) to fulfill the state and federal regulations as per 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. The contract period is July 1, 2015 through June 30, 2016 will not exceed \$272,000.

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 SARA Title III, Tier II reports
- Develop 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, 2015 through June 30, 2016 for an amount not to exceed \$272,000. The FY 14-15 contract with BRCC for these services was for \$259,000.

Fund Availability: The funding will be held from the state allocations to the 58 colleges.

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Environmental Health and Safety Institute

Summary of Services for July 2014-April 2015

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 2014 to April 2015

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 is also members of The National Partnership for Environmental Technology Education (PETE) and The Hazardous Materials Training Research Institute (HMTRI). EHSI will become a member of the National Environmental Safety and Health Training Association (NESHTA) in the coming weeks.

EHSI provides 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 Chemistry Labs
- Tier 2 EPCRA form preparation
- Indoor Air Quality Assessments and Mold Testing
- Asbestos Inspections and Sampling
- Maintain safety resource website www.blueridge.edu/ehsi
- Publish 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. So far, in fiscal year 2014-15, EHSI has provided 714 classroom hours of on-site safety training to 324 college employees.

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. EHSI has provided 552 contact hours of online training to 370 college employees since July 1, 2014.

In total, EHSI has trained 694 NC CC employees this fiscal year for a total of 1266 total contact 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.

So far this year, EHSI has performed safety inspections at 49 locations within the CC system and is scheduled to visit more than 22 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. Each year, EHSI tests over 550 fume hoods that are housed at over 80 locations throughout the state.

Leadership Conference

Each year, EHSI hosts a Safety Leadership Educational 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, and Davidson CC to name a few. This year's event will be held at Cape Fear CC from April 29-May 1 and has 48 attendees signed up to attend from 26 different colleges.

Colleges' Satisfaction with Services

EHSI strives to maintain a high level of professionalism and customer satisfaction. Each year in June a survey is performed to determine if Community Colleges are satisfied with how EHSI performs their duties as well as what other services they would like to be offered. In our most recent survey from June 2014, respondents showed that they are very satisfied with EHSI's performance and would like to see additional services added to our contract.

- Out of 46 total responses to the question **“As a whole, how would you rate the quality of services provided by EHSI?”** 31 gave EHSI a score of 5 out of 5 for overall quality. 13 chose 4 out of 5.
- Out of 46 total responses to the question **“EHSI Specialists are readily available to answer questions and promptly return my calls or emails”** 34 gave EHSI a score of 5 out of 5, 9 chose 4 out of 5, and 3 chose 3 out of 5.
- Out of 45 total responses to the question **“EHSI Specialists arrive for college visits on time and conduct themselves in a professional manner.”** 38 gave EHSI a score of 5 out of 5 and 7 chose 4 out of 5.

When asked what additional services they would like to see added to the EHSI Scope of Services, the responses were:

Asbestos Inspection	22	46.8%
Asbestos sampling and analysis	25	53.2%
Indoor air quality assesment	31	66%
Mold sampling and analysis	24	51.1%
Annual EHSI Safety Leadership Conference	34	72.3%
First Aid-CPR training	18	38.3%

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. As an additional service, EHSI is prepared to provide preliminary indoor air quality assessments and mold testing as needed for the CCs. Many indoor air quality concerns can be successfully addressed by making minor adjustments to existing air handling systems. On the occasion that there are potentially serious air quality related issues in college buildings, EHSI will refer colleges to reputable environmental specialists who can better comprise a solution to address potential indoor air quality issues.

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.