



United States Department of Agriculture

Research, Education and Economics
Agricultural Research Service

February 8, 2008

Subject: Minutes of the Environmental Management System Committee Meeting
on January 31, 2008

To: Location EMS Committee Members
Research Leaders

From: Tamara Snipes, Chemist/EMS Coordinator

The EMS Committee met on January 31, 2008 at 11:00 AM in the CPMRU Conference Room. T. Snipes, L Marshall, J. Merriman, T. Strickland, T. Hendricks, R. Hornbuckle, K. Marchant, and R. Scarborough were the committee members in attendance. The main purpose of the meeting was to discuss targets for FY08. The targets we focus on for the year are usually chosen and approved by this time. However, we were told in December 2007 that the reporting period was transitioning to the calendar year. Since then, the reporting period has been redirected to the fiscal year.

The meeting began by discussing the visit of Willis Hunter, Chief of Environmental Safety at the Federal Law Enforcement Training Center near Brunswick, GA. Mr. Hunter contacted T. Snipes in mid-December requesting help with their EMS program after locating the Tifton EMS webpage. Mr. Hunter and his secretary visited Tifton on January 4, 2008. T. Snipes met with them and went over how our program was being organized, various reporting forms, and other EMS topics of concern. While here, Mr. Hunter mentioned the Federal Electronics Challenge (FEC) when he learned about our e-Cycling initiatives. He agreed to mentor our facility in the FEC since his facility participated last year and received an award. This will become a FY08 target. We will write and implement a policy for the purchase of electronic equipment that will be consistent with standards set in Executive Order 13423.

The committee has requested the cleanout and replacement of all mercury containing devices that can be easily replaced with a mercury alternative. T. Hendricks has collected many thermometers and other devices. The next step in the mercury reduction plan will be to inventory all federal buildings for mercury containing thermostats. These may be replaced as part of R&M, but should be disposed of properly at that time. This will become our second target for FY08.

The third target will involve drafting a vehicle policy which includes carpooling, taking the most efficient vehicle to meetings, and possibly purchasing some hybrid vehicles as sedans come up for replacement.

Annual refresher training was held on January 18, 2008. Beth Anderson visited Tifton to provide on-site training. She also provided Hazardous Waste training for those that work with or potentially work with hazardous chemicals. We currently have 83% participation with the annual training. Those who could not attend the training have been given the deadline of February 15 to complete the training online.

The next meeting of the Location EMS Committee will be scheduled tentatively for mid-April 2008.



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