



United States Department of Agriculture

Research, Education and Economics
Agricultural Research Service

September 30, 2010

Subject: Minutes of the Environmental Management System Committee Meeting on September 29, 2010

To: ARS Tifton Location Employees

From: Tamara Snipes, Chemist/EMS Coordinator

The EMS Committee met on September 29, 2010, at 11:00 AM in the CPMRU conference room. T. Snipes, T. Hendricks, K. Marchant, J. Merriman, T. Maze, R. Scarborough, and P. Timper were the committee members in attendance.

The Annual EMS Awareness training was held on August 31, 2010 in the SEWRL/Administrative conference room. Two training sessions were made available in order to accommodate the schedules of most employees. We had great participation with all but 11 employees in attendance. Those that did not attend the training were able to view the presentation online in order to meet the requirement. All training was completed by 9/22/10. We hope to schedule the FY11 training during UGA Safety Week next year.

Toner cartridges are a required recycling item. Beginning FY10, we will begin tracking all toner cartridges that are recycled. T. Snipes is working with OIT to set up a webpage where this information can be easily input. All employees should keep a list of the number of cartridges recycled beginning October 1, 2010. The website should be functional soon and everyone will be notified on the proper procedure for entering the data.

T. Snipes received the FY10 reporting requirements for EMS from Beth Anderson. Reports will be completed in the next month and sent to the Location Coordinator and the Area Office.

P. Timper discussed her thoughts for the next EMS newsletter, The Green Gazette. The next issue will focus on a few of the environmental improvements that have been made to the facilities throughout the location.

Site Publisher, the software used to develop web pages, has been upgraded. The software works very differently from the past version. EMS web page updates may be delayed while the new software is learned.

Recycling continued to be the main topic for discussion. The committee was updated on the changes that have been made to date. However, since Facilities Manager, J. Yelton, was unable to attend the meeting, most of our questions were unanswered. The EMS committee and the Facilities group will be working closely to make all the changes by the first of the year. This will allow employees to be trained early in 2011.

The next meeting of the Location EMS Committee will be tentatively scheduled for November 2010.



South Atlantic Area, Crop Protection and Management Research Unit
P.O. Box 748, Tifton, GA 31793-0748
Voice: 229-387-2344 ☐ Fax: 229-387-2321 ☐ E-mail: Tamara.Snipes@ars.usda.gov
An Equal Opportunity Employer