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Research, Education and Economics  
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**Subject:** Minutes of the Environmental Management System Committee Meeting  
on December 12, 2007

**To:** Location EMS Committee Members  
Research Leaders

**From:** Tamara Snipes, Chemist/EMS Coordinator

The EMS Committee met on December 12, 2007 at 11:00 AM in the CPMRU Conference Room. T. Snipes, L Marshall, P. Timper, T. Strickland, T. Hendricks, and R. Hornbuckle were the committee members in attendance. We briefly discussed the meeting in August with Earl Griffin and Beth Anderson for those that did not attend. The focus of the August meeting was the 2006 Self-Declaration Checklist and the OMB Scorecard. Recently, these reports were submitted for the 2007 year incorporating the suggestions made by Beth and Earl to make reporting less complicated. Also, submitted was the Annual Management Review to summarize the locations EMS accomplishments during the past year.

The committee was asked to reevaluate the location Aspects/Impacts and EMS Manual as part of the yearly review. Also, the committee was asked to think about possible targets and objectives for 2008. We will discuss the review and the targets in the next committee meeting.

All new goals for the 2007 year were completed. Those that were rolled over from 2006 to 2007 that haven't been completed will not roll over into 2008. The 2006 projects, mostly paper work, will still be completed, but not listed with the new 2008 projects.

The end of FY07 gave the EMS committee opportunity to purchase the new water cooler for CPMRU and also several recycling bins located across the location. There are still a few recycling containers to be purchased as funds become available.

Annual refresher training will be scheduled soon. Beth Anderson has been contacted to possibly provide on-site training. AgLearn also provides EMS training. After getting a response from Beth, the committee will take steps to finalize details concerning the annual training.

We discussed the possibility of drafting a policy for alternate fuel/hybrid vehicle purchases. This discussion will continue as targets are set in January 2008.

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



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