



# Identifying Environmental Risks and Managing Outcomes: A University Case Study

*Midwest Environmental Compliance Conference  
Kansas City, KS – April 23, 2019*

# Autumn Gentry



## SEMO Safety Specialist

- 10+ years at Southeast Missouri State University (SEMO)
- Laboratory Safety
- Hazardous Waste Management
- Indoor Air Quality
- SPCC
- Safety Program for Facilities Management

# Melissa Ellis, CPEA



## Senior Consultant, Manager of Tellevate's Training Services

- Certified environmental and management systems auditor
- Previous experience as a Regulatory Inspector and Compliance Assistance Provider
- 23 years environmental and auditing experience
- Currently providing SEMO auditing and EMS support

# SEMO Overview



## Southeast Missouri State University (SEMO)

- 10,000 enrolled students
- 21 residence halls located
- 397 acres, 99 buildings, and 1,200 employees
- Facilities Management
  - 155 staff
  - 1 – 2 EHS staff



# SEMO Profile



## SEMO EHS Profile

- 4 dual fuel boilers and 24+ natural gas boilers
- 18 generators
- 29 oil storage tanks
- Title V Air Permit and federal standards
- Spill Prevention, Control, and Countermeasure Plan
- Small quantity hazardous waste generator
- 50+ laboratories<sup>5</sup>

# Challenges



- Numerous EHS requirements
- Inconsistent or nonexistent processes and procedures
- Lack of human and financial resources
- Lack of top management support
- Difficult to communicate to management cost/benefit of EHS compliance
- Lack of centralized EHS information repository

# Internal Risk Assessment



## Improvement Drivers

- Safety Data Sheet (SDS) management
- Chemical inventory management
- Lack of resources for backup
- Software costs vs. allocated budget
  - Facilities Management budget not University



# Internal Risk Assessment



## Improvement Drivers

- Campus push to use Microsoft® products
- Participation in REGFORM Air Seminar - refrigerant management topics
- Participation at MECC 2018 - information management topics



### **Midwest Environmental Compliance Conference**

KANSAS CITY CONVENTION CENTER | MISSOURI

April 11-12, 2018



# SEMO EHS Management System



## Compliance-Focused Approach

- Multi-media environmental compliance audit and report
- EHS Management System (EHSMS) assessment and recommendations
- Compliance tools and information management system using Microsoft® SharePoint®

# SEMO EHS Management System



## Microsoft® SharePoint® EHS Management System

- Centralized information portal
- Low cost, existing solution
- Familiar and easy to use
- Consolidates document, record, and data management
- Streamlines communication and collaboration
- Captures institutional knowledge



# SEMO EHS Management System



## Compliance Tools

- Document and record library
- Web pages to communicate and organize EHS information
- Compliance calendar
- Chemical inventory and task tracking
- Refrigerant management program page
- Air Permit Standard Operating Procedure
- EHSMS procedures

# SEMO EHSMS SharePoint Website



BROWSE PAGE



[SEMO EHSMS Team Site](#) [EHS Management System](#) [Environmental Areas](#) [Health and Safety Areas](#) [Organizations](#) [EDIT LINKS](#)



- Home
- Documents and Records
- Contacts
- Calendar
- Related Links
- Site contents
- Recycle Bin
- [EDIT LINKS](#)

## Welcome to SEMO's EHSMS Website!

The purpose of the Environmental, Health, and Safety Management System (EHSMS) website is to communicate the elements of the EHSMS and provide SEMO personnel with access to important information related to the environmental, health, and safety risks and regulatory requirements associated with SEMO's operations and activities.

The EHSMS is based on the ISO 14001/45001 framework and provides a standardized set of processes to identify, prioritize, and manage environmental risks.

Please contact the EHSMS SharePoint Coordinator, Autumn Gentry, at (573) 651-2581, with questions or feedback related to the EHSMS SharePoint website.

## Compliance Tools



[Documents and Records](#)



[Calendar](#)



[Contacts](#)



[Related Links](#)

# QUESTIONS?

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