

In attendance:

Jean Durosco (JD)
Hal Stanford (HS)
John Wickham (JW)

Agenda item 1, Update on past agenda items, esp. SSMC smoking setback policy

The smoking set back policy seems to be working pretty well with most smokers staying away from the entrances to the buildings in the designated smoking areas. There was a question concerning “no smoking” signs that were originally planned to be put up by Foulger-Pratt. JD checked on this with Mr. James Griffith of NOAA Facilities and the no-smoking set back signs are now painted onto the lower glass pane of the handicapped doors at the front entrances to SSMC-2, -3 and -4. Although not very prominent, this setup was the agreement made between NOAA and Foulger-Pratt. Just who (if anyone) is responsible for enforcement of the smoking policy setback was discussed. Ideally, the respective NOAA supervisors for the employees who smoke should be the “enforcers. However, it was pointed out by HS that the security guards would seem to be a logical choice as they are stationed in the vicinity and can observe what is going on at the entrances. JD also asked Mr. Griffith about using security guards to enforce the smoking setback. The security guard contract does not include enforcement of the smoking policy nor will it in the future as agreed by all parties.

Agenda item 2, Air Quality Monitoring in SSMC-4

There have been some new concerns about air quality in a CCMA 9th-floor work area of SSMC-4 due to a water leak and possible mold growth. NOAA NCCOS and NOAA Facilities have responded quickly by inspecting the area and will fix the problem and provide air testing for possible air-borne fungal spores and hyphae. Bernie Gottholm is the point of contact for this effort.

Agenda item 3, NCCOS EMS update

The recent Safety Inspection (May 15-17) report is due out soon and JD will see that a copy is made available. The discussion turned to small workstation appliances (e.g., fans, heaters, radios, etc) that run off the power grid. As these are “illegal”, it was noted that to use one of these requires an exemption from NOAA Facilities. The recent Safety Inspection included the unplugging of any illegal appliances that were found. Enforcement of this should be done by the respective office supervisors. On another note, the earlier scheduled 2007 internal EMS audit for both Beaufort and Kasitsna has been rescheduled for September 11-13, 2007. There will be no external NCCOS audits in FY 2007 according to HS.

Agenda item 4, Improving EMS in SSMC

NCCOS SILVER SPRING METRO CENTER EMS
TEAM FY 2007 2ND-YEARLY MEETING, JUNE
JUNE 13, 2007, 1-2 P.M.
SSMC4-8TH FLOOR MEDIUM CONFERENCE
ROOM

Agenda

- √ Update on past agenda items (e.g., smoking setback policy)
- √ Air quality monitoring
- √ NCCOS EMS update
- √ Improving EMS in SSMC

√= covered; ⊗=not covered

Recycling and conservation at NCCOS SSMC has greatly improved over the last year thanks to everybody's efforts. However, extra electrical use remains an area in need of improvement. Turning of cubicle lights and computer monitors at the end of the day should be further encouraged. HS suggested Mark Mohs or someone from IT explain to folks what can and cannot be done in regards to shutting down computers and monitors at night.

JD brought up the excellent idea of encouraging more bicycle commuting and improving SSMC facilities for bicyclists. Currently there are a few bike racks/stands in the garage area (the exact number and locations is unknown to the team members present). JD mentioned that NOAA Facilities is looking into the possibility of converting an old room in SSMC-3 that is currently used as a storeroom (it has a shower facility and some lockers) into a secured access room for bikes and for riders to clean up for work after a commute. JW will try and talk to a few bicyclists he knows to see what they think about the idea and what they suggest to improve bicycle usage and facilities.

Next Meeting

The next meeting is tentatively scheduled for the Fall of 2007. A specific date and time will be provided in advance of the meeting.