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FY 2021-2022 ANNUAL EH&S REPORT

INTRODUCTION

Attached is an extensive description of current EH&S activities at SFSU that expands upon the data required to be reported to the CSU Systemwide Risk Management office each year. This report introduces a new format that allows the reader to select which topics they would like to know more about by using drop down menus. Future reports will follow the same format while providing an annual update of the information.

EXECUTIVE SUMMARY

FY 21-22 was a challenging year for the University in responding to Covid and meeting the demands of online classes and lower enrollments. For EH&S, it was a similarly challenging time. EH&S staff remained on campus each day throughout Covid, providing support, supplies, inspections, and training for Covid. This was in addition to continuing to perform routine EH&S regulatory activities which change very little in response to reductions in the onsite campus population.

• TRAINING
  The campus made significant progress in complying with overdue EH&S regulatory training requirements as staff and faculty working online from home spent more time focusing on these activities made possible when EH&S staff created new online training options and assigned them through CSU-Learn. Recently progress has slowed and will be addressed when mandatory training on CSU Executive Order 1039 – EH&S Policy is assigned in CY 2023.

• INSPECTION
  During the course of a year, EH&S performs, audits, accompanies inspectors perform, or manages contractors to conduct, more than 25,000 inspections. Using EH&S-trained student aides, the percentage of required safety and environmental inspections performed internally reached an all-time high. Inspections by external regulatory agencies did not result in any citations or penalties for another year.

• PROGRAM MAINTENANCE & DEVELOPMENT
  Required program reviews proceeded on schedule with two key exceptions. Programs in Facilities Services addressing Control of Hazardous Energy, (also known as Lockout-Tagout), and Arc Flash Safety are in need of immediate attention. Program development continues on several fronts most notably in preparation of a Facilities employee and contractor safety handbook. The handbook contains rules for the safe performance of various kinds of work and describes a set of hazardous work permits to ensure proper precautions are in place before particularly hazardous work can take place. Once completed, compliance with the handbook will become a requirement of contractor bidding on requests for proposal packages.
EH&S STAFF

• RESOURCES

The EH&S department currently has 6 staff members: a director, a manager, and 4 senior EH&S specialists. This is down 40% from a previous staff of 10 prior to Covid.

Growing EH&S regulatory requirements and the construction of new buildings, (Marcus Hall, Manzanita Square, the new Science building, and West Campus Green) puts additional pressure on already stretched EH&S resources.

The department supports a team of 10 student aides that help maintain critical programs and regulatory inspection requirements.

EH&S is transitioning emergency-related program responsibilities to the newly created Office of Emergency Services (OES) as they staff up, reducing some pressure on limited EH&S resources.

• PROFESSIONAL DEVELOPMENT

Existing staff is striving to “work smarter” with fewer resources through professional development and networking with other CSU EH&S departments.

As the result of their professional development activities, the current EH&S staff has added:
- 1 college degree
- 1 professional certification as a Certified Safety Professional (CSP)
- 1 professional certification as a Certified Hazardous Materials Manager (CHMM)
- 2 professional certifications as Certified Chemical Hygiene Officers (NRCC-CCHO)

Two staff members are working towards graduate degrees in the EH&S field. Other staff members are pursuing additional professional certifications.

• PERSONNEL

https://ehs.sfsu.edu/staff-directory

• ORG CHART

INSPECTIONS

During the course of a year, EH&S performs, audits, accompanies, or manages contractors to conduct, more than 25,000 inspections. Descriptions of the various regulatory agency, safety equipment, laboratory safety, and hazmat area inspections are available below.

REGULATORY AGENCY INSPECTIONS

- **Aboveground Storage Tanks (ASTs)**
- **Air Compressors**
- **Air Permits – Boilers**
- **Air Permits - Emergency Generators**
- **Controlled Substances**
- **Elevators**
- **Hazardous Materials and Hazardous Waste**
- **Injuries, Illnesses, and Safety Complaints**
- **Ionizing Radiation - Radioactive Materials License & Machine Registration**
- **Medical Waste**
- **Pool Inspections**
- **Spill Prevention, Control, and Countermeasures (SPCC)**
- **Underground Storage Tanks (USTs)**
SAFETY EQUIPMENT INSPECTIONS

- Automated External Defibrillators (AED)
- BioSafety Cabinets Annual Certification
- Chemical Fumes Hoods Annual Certification
- Emergency Eyewashes and Deluge Showers
- Fire Extinguishers Monthly Inspections
- HVAC Systems - Air Handling Units Annual Inspections
- Local Exhaust Systems

LABORATORY and HAZMAT AREA INSPECTIONS

- Annual Laboratory Safety Inspection
- IACUC Laboratory Safety Inspection
- Lab Hazard Assessment
- Quarterly HazMat Area Environmental Inspections
- Weekly HazWaste Central Storage/Accumulation Area Inspection

EHS TRAINING PROGRAMS

EH&S performed a comprehensive regulatory analysis that created a list of over 360 potential EH&S training requirements that might apply to SFSU activities. Using this list, EH&S worked with key personnel (Safety Points of Contact, SPOCs,) across the campus to identify which training requirements applied to their parts of the University. EH&S uses this training needs analysis to create and assign training to different audiences across the University. The Chancellor’s Office of Risk Management requires reporting on the status of many of the required trainings on the partial list below.

- Asbestos Awareness Training - Facilities
- Asbestos Notification - All Employees
- Autoclave Safety Training
- Bloodborne Pathogen Training
- Chemical Releases Training
- Control Of Hazardous Energy (Lockout-Tagout) Training
- Covid-19 Safety Training
• CSU Executive Order 1039 Environmental Health & Safety
• Electric Safety - Arc Flash Training
• Electrical Safety - Energized Electrical Work Training
• Emergency Action Plan (EAP) Training
• Facilities and Contractor Employee Safety Handbook
• Fire Extinguisher Training
• Fire Prevention Plan Training
• First Aid/ CPR/ AED Training
• Hazard Communication Basic (HAZCOM) Training
• Haz Waste Handler Training
• Hearing Conservation Training
• Injury & Illness Prevention Program (IIPP) Training
• Lab Principal Investigator Responsibilities Training
• Lab Safety Fundamentals Training
• Lab Safety Orientation Training
• Laser Safety Training
• Powered Industrial Truck (PIT) / Forklift Training
• Radiation Safety Training
• Respiratory Protection Training
• Spill Prevention, Control, Countermeasures Training
• Universal Waste Handler Training
PROGRAM REVIEWS

The annual EH&S report to the CSU Systemwide Risk Management Office called for periodic program reviews for key safety and health programs. SFSU EH&S was instrumental in defining the environmental program reviews that are now required to be included. Those key programs and others are described below.

SAFETY & HEALTH PROGRAM REVIEWS

- Accident / Incident / Near Miss Reporting and Investigation
- Aerosol Transmissible Diseases (ATD)
- Asbestos
- Bloodborne Pathogens
- Confined Space Entry / Permit-Required
- Control of Hazardous Energy / Lockout-Tagout
- Covid-19 Injury & Illness Prevention Program
- Covid-19 Inspection
- Chemical Inventory Barcoding
- EH&S Purchasing Controls on Chemicals and Equipment
- Electrical Safety - Arc Flash Protection
- Emergency Action Plan (EAP)
- Field Research Safety Program
- Fire Prevention Plan (FPP)
- Food Safety Program
- Hazard Communication Program (HAZCOM)
- Hazardous Work Permits Program
- Hazardous Waste Operations & Emergency Response (HAZWOPER)
- Hearing Conservation
- Heat Illness Prevention Program (HIPP)
- Hot Work (Cutting/Welding)
- Indoor Air Quality (IAQ) Program
- Injury & Illness Prevention Program (IIPP)
- Laboratory Safety - Chemical Hygiene Plan (CHP)
- Laser Safety Program
- Medical Monitoring Program
- Mold Prevention & Abatement – Response to Water Damage
• Personal Protective Equipment (PPE)
• Powered Industrial Truck (PIT) / Forklift
• Radiation (Ionizing) Safety
• Respiratory Protection Program
• Safety Committees
• Wildfire Smoke

ENVIRONMENTAL PROGRAM REVIEWS

• Air Permits
• Biennial Report
• E-Waste Recycling
• Environmental Releases
• Hazardous Materials Business Plan / HazMat Inventory Statement
• Hazardous Waste Disposal
• Medical Waste Disposal
• Medical Waste Management Plan
• Radioactive Waste Disposal
• Spill Prevention, Control, and Countermeasures Plan (SPCC)
• Stormwater Pollution Prevention Plan (SWPPP)
• Total Regulated Waste Disposal
• Universal Waste Disposal
• Waste Minimization (SB14)
• Waste Tires Disposal Program
• Wastewater Permits
The OSHA Case Incidence Rate is the most widely used standardized tool for measuring injuries.

The CSU requires campuses to report this data for comparison purposes.

The Incidence rate = (Number of injuries and illnesses X 200,000) / Employee hours worked

Graph of SFSU OSHA Case Incidence Rate vs. Year

SFSU OSHA Case Incidence Rate vs. Time Year

Calendar Year
Graph of OSHA Case Incidence Rate vs. CSU Campus in 2022
OTHER EH&S ACTIVITIES

• Annual Campus Safety Week
  EH&S is a major organizer of the well-received annual campus safety week. Although cancelled during Covid years, campus safety week was restarted in FY 22-23.

• Campus Wastewater Surveillance Project
  EH&S remains a key player in the SF State University Project on Environmental Pathogen Surveillance Research (SUPER) team investigating the presence of pathogens in the campus wastewater stream.

• Covid Support
  EH&S was present on campus every day of the Covid shutdown, supporting Covid precautions, training, procedures, inspections, and providing necessary PPE and cleaning supplies for the campuses.

• EH&S Office Remodel
  During FY 21-22 the offices occupied by EH&S in ADM 260 and TH were completely remodeled including ergonomic chairs, task lighting, height-adjustable desks, larger workstations, and taller partitions.

• EH&S Website Total Reorganization
  For many reasons, the previous EH&S website was in need of a total reorganization, update, and upgrade to Druple 8 (now 9). A reboot of the entire website began in January 2023 with the hiring of a student aide/website administrator.

• Gas Pump Damaged/Tank Removal/All Electric Fleet
  A vehicle accident damaged the gas pump associated with the underground gasoline storage tank in the Facilities Corporation Yard. As a result, Facilities Services is planning to remove the tank and switch to a totally electric fleet of vehicles. EH&S will assist with obtaining regulatory permits for the tank closure and removal.

• NAGPRA Indian Artifacts Committee
  EH&S remains a key player in the NAGPRA committee’s work on repatriating native American Indian artifacts.
• New Science Building
   EH&S is providing ongoing support for the construction of the new Science building. The department manages chemical movement between COSE buildings, closure of some chemical labs, and assisted with gaining fire marshal approval for the building permit.

CONCLUSIONS
The EH&S team is proud of its accomplishments in maintaining regulatory compliance (with zero penalties) and helping the campus manage through the pandemic, despite a reduction of 40% in the size of the department.

Funding is needed to replace lost EH&S staff and to deal with the added challenges of providing services for new buildings on a mature campus while supporting additional construction projects.