

Oxford Facility EMS Team Meeting Minutes

Date: 26 February 2008

Location: Oxford Conference Room

Attendees: A.K. Leight (Lead), Jay Lewis, Eric Daniels, Julianna Brush, Tom Brush, Debbie Vreeland, Gretchen Messick

Absentees: Bob Wood, Steve Early

Discussion Points:

1) Discussion of goals of EMS

- Executive Order
 - Reduce carbon footprint/carbon emissions by 3%
 - Goal of 50% renewable resource use

ACTION: Ask local utilities if they use renewable resources or can purchase credits
- NCCOS Objectives and targets

2) NCCOS EMS Conference calls are occurring quarterly and should include the facility team leads

3) NOS recommendation to include EMS language in contracts.

ACTION: work more with management on trying to make sure language makes it into contracts

4) Jay outlined waste management program

- Develop baseline of core waste streams
- Blanket purchase agreement for NCCOS-wide biological and chemical waste disposal
- Effort to identify recycling options
- Due date last quarter of FY08

5) Need to work on information for Oxford link from NCCOS EMS website

ACTION: A.K. will put some time into this

6) Bernie is now taking over as NCCOS EMS lead