



University Services

University Health and Safety

University Health and Safety is charged with providing leadership, resources and services to assist the University in meeting its goal of providing a safe and healthy environment for its students, faculty, staff, patients and visiting public. University Health and Safety includes the Building Code Division (BCD) and the Department of Environmental Health and Safety (DEHS).

The Building Code Division is the institutional code enforcement department for all University of Minnesota facilities throughout the state, permitting construction projects and providing plan review, code interpretation and inspection according to state and national codes. Building Codes works with Capital Planning and Project Management, Facilities Management and academic departments throughout the university system and external architects and engineers providing interpretation, plan review and inspection services on building projects.

The Department of Environment Health and Safety has system-wide responsibility for evaluations, inspections, education and training, and compliance actions associated with environmental, health and safety standards, rules and best practices. Through partnerships with units of the Vice President for Research, and the School of Public Health, as well as University Services departments, DEHS helps to ensure that the University complies with the regulatory requirements established at the local, state and federal level.



Vision, Mission and Purpose

Vision – To be a Catalyst for a Safe and Environmentally Responsible University

Mission – Advance the environment, health and safety of the University Community

Goal/Purpose – Promote a Healthy and Safe University Environment

Strategic Objectives

Customer Perspective – Build and Strengthen Relationships; Improve Services for Customers

Continuous Improvement & Innovation – Showcase our Value; Enhance Communications; Formalize Process Management

Learning & Growth – Develop and Retain High Quality Staff

Accountability – Align Resources with Priorities

Primary Services

Assure Safe Built Environment

- Preliminary Design Consultation
- Plan Reviews
- Permit Issuance
- Inspections
- Certificate of Occupancy

Provide Effective Emergency Response

- Fire Emergency Procedures
- Hazardous Material Response
- Incident Command

Provide Environmental Management

- Air Quality Permitting and Reporting
- Environmental Assessment
- Hazardous Waste Management
- Storm and Waste Water Compliance

Promote Environmental Health

- Drinking Water Quality
- Human and Animal Care
- Food Safety
- Housing Sanitation
- Pest Control
- Swimming Pool Sanitation

Promote Workplace Safety

- Ergonomic Health
- Indoor Air Quality
- Occupational Exposure Monitoring
- Occupational Safety
- Biological Safety
- Radiation Safety
- Plan Review



Academic Enterprise Support

The Building Code Division provides education and code enforcement to protect the health, welfare and safety of University of Minnesota students, employees and visitors in newly constructed or remodeled buildings.

An example of enterprise support occurred in 2010 when the Building Code Division transitioned to a new permit structure. This structure required separate trade permits to improve work flow, increase accountability and align with both the state and local municipal building departments. To ensure a successful project, Building Code worked with Capital Planning and Project Management (CPPM) and Facilities Management (FM) to develop a permit application process that would meet both regulatory requirements and customer needs. Building Code staff provided training to CPPM and FM Districts, Energy Management, Central Services, Networking and Telecommunications Services, and the Morris, Crookston and Duluth campuses prior to implementation, which allowed for feedback and process improvement before the system went on-line.

The Department of Environmental Health and Safety works with students, staff and faculty members to prevent accidents and illness, assess workplace exposures and protect the environment. DEHS offers training and support to Principal Investigators and research staff in all areas of sponsored project research including biological safety, lab safety, chemical waste, and use of radioactive materials.

DEHS also provides direct research support across the University. BioSafety staff work in conjunction with the Institutional

BioSafety Committee to inspect research facilities, approve research practices and procedures, to help ensure compliance with federal, state, and local regulations and relevant University policies. In response to the increasing number of BioSafety level 3 facilities on campus, DEHS BioSafety staff will conduct frequent inspections of these facilities, particularly during the first several months of their operation, and will ensure ongoing oversight of work with organisms at these higher biosafety levels.

University Health and Safety actively partners with University oversight committees. The Building Code Division provided an overview of its services to the Senate Subcommittee on Facilities and Student Services in March 2010. DEHS consults with the Senate Research Committee on administrative policies and procedures related to research. DEHS staff are members of the following advisory committees: Institutional BioSafety Committee; Institutional Animal Care and Use Committee; Occupational Health and Safety Committee; Storm water Linkage Committee; Storm water Task Force; All University Radiation Protection Advisory Committee; Permit Review Subcommittee; Human Use Subcommittee; UMTC Sustainability Committee; System-Wide Sustainability Committee.

University Health and Safety participates actively in the Campus Safety Health and Environmental Management Association and a number of other professional organizations. UHS also provides services to University of Minnesota Medical Center, and more than 100 schools in the state through its Chemical Safety Day Program.



Current Challenges

- Expanding /growing research enterprise across the University
- Achieving a culture of proactive research safety compliance
- Responding to expanding regulations by multiple jurisdictions and agencies in a research environment that continues to grow in complexity
- Ensuring compliance with prescriptive security requirements in the academic environment
- Preserving our ability to respond to emergencies and correct environmental and safety deficiencies with limited financial and staffing resources
- Establishing an effective transfer of the Research Safety Program to the Office of Occupational Health and Safety
- Effect of weak economy on construction funding, and impacts to BCD fee based revenue

Current Initiatives

- Defining university-wide health and safety policies and procedures
- Supporting University efforts to comply with security related requirements such as Select Agents and Chemical Facility Anti-Terrorism Standards
- Establishing effective oversight and monitoring of higher risk operations and storage areas
- Improving BCD processes through multiple permits and web-based tracking system
- Implementing the Research Safety Plan approved by OHS Steering Committee



Financial Overview

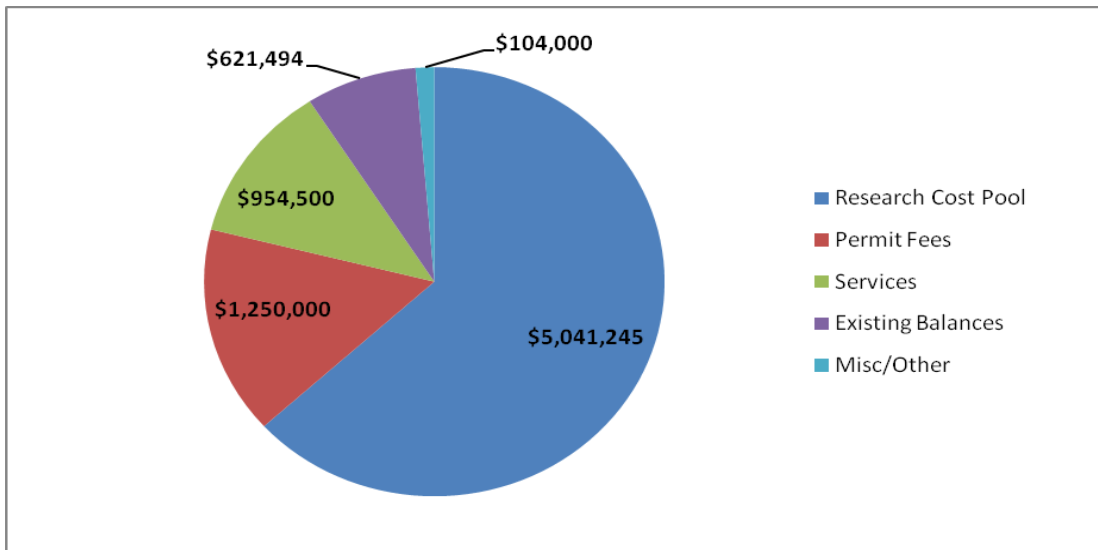
University Health & Safety Operations Budget is financed along its business lines. The Research Cost Pool funding accounted for 61 percent of UHS and supported most of DEHS operations. An additional 19 percent in revenues were generated largely from fee for service contracts with the University of

Minnesota Medical Center and Minnesota State Colleges and Universities system. Permit fee revenues make up the remaining 20 percent and constitute the sole source of funding for the Building Codes Division.

Budget

UHS maintained a \$7.9 million budget for FY 11 as shown in this graph. The Operations and Maintenance (O&M) cost pool provides the central administration funding, supporting the majority of DEHS activities.

Building Codes Division is self supported by permit fees, which have increased 8 percent over the past 2 years.



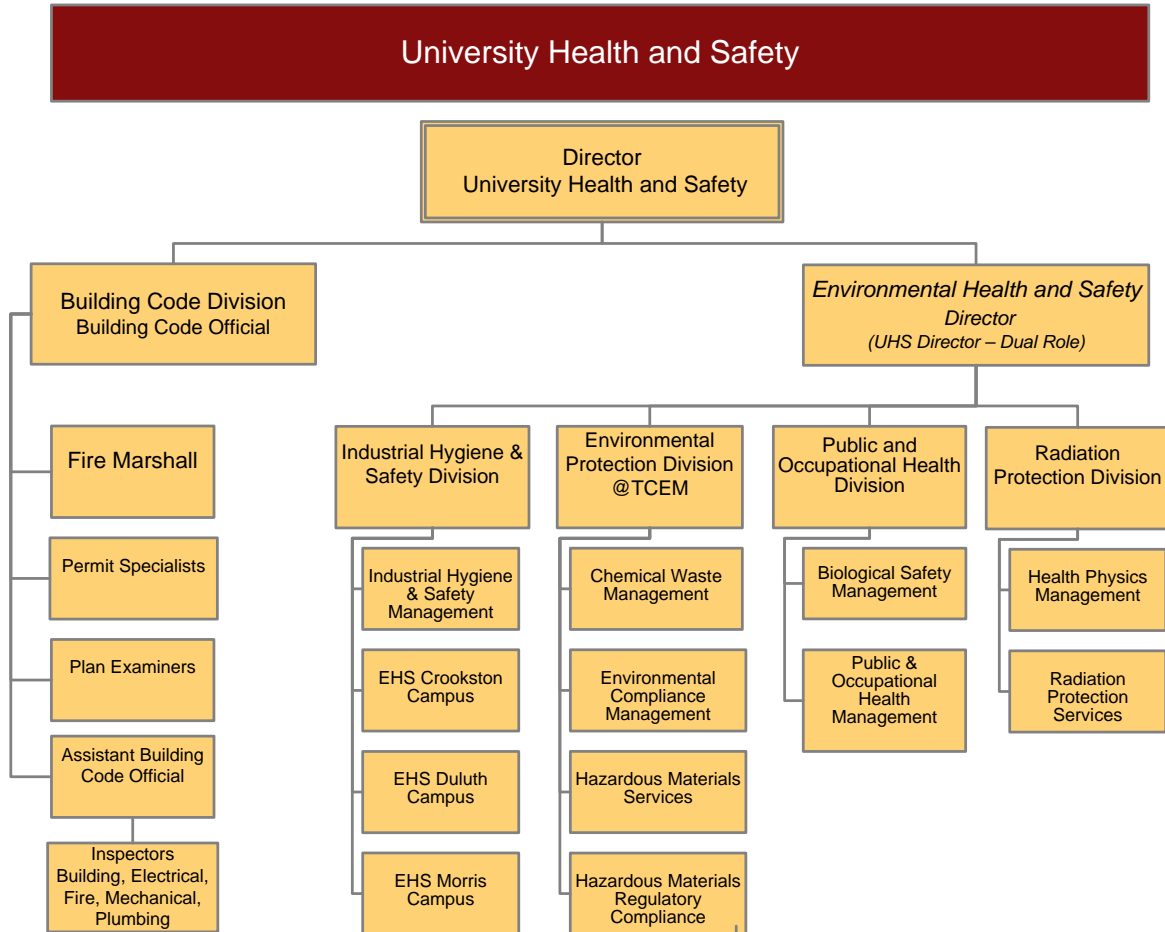
Workforce

As of April 2010, UHS units included 75.5 Full Time Equivalent employees with an actual headcount of 85.

University Health & Safety Personnel Data	Student	Union	Professional or Academic	Civil Service	Grand Total
Employee Headcount	12.00	23.00	17.00	33.00	85.00
Full Time Equivalents	6.50	22.25	17.70	29.00	75.45



Organizational Chart





Regulatory Responsibilities

University Health and Safety has responsibility for the following University wide policies:

- [Environmental Management](#)
- [Smoke Free Indoor Air](#)
- [Radiation Protection](#)
- [Activities Involving Potential Hazardous Biological Agents](#)

University Health and Safety also has responsibility for the following Board of Regents policies:

- [Campus Health and Safety](#)
- [Activities Involving Recombinant DNA or other potentially Hazardous Biological Agents](#)

University Health and Safety has enforcement or compliance responsibility for the following requirements:

- *Minnesota State Building & Fire Codes*
- *Minnesota Department of Health - Radiation Material and Radiation Producing Device Rules, Minnesota Food Code, Water Code and Housing Rules*
- *Minnesota Pollution Control Agency – Air Permitting, Hazardous Waste, Storm Water Management, Tanks*
- *Environmental Protection Agency - Refrigerant Rules, Spill Prevention, Control and Countermeasures*
- *Minnesota Department of Labor and Industry – Occupational Health and Safety Standards*
- *Department of Homeland Security – Chemical Facility Anti-Terrorism Requirements*
- *Centers for Disease Control – Select Agents Program*
- *Metropolitan County – Hazardous Waste Ordinances, Met Council Rules for Waste Water*
- *National Institute of Health*
- *U.S. Nuclear Regulatory Commission Rules – Radioactive Materials*
- *U.S. Department of Transportation – Hazardous Materials*
- *U.S. Food and Drug Administration – Human Subject Research*