

VI HEALTH, SAFETY & ENVIRONMENT COMMITTEE

Brown Palace Hotel
321 Seventeenth Street
Denver, Colorado
80202

8:00 a.m.
Sept. 25, 1991

- I. OPENING OF MEETING/SELF INTRODUCTIONS
- II. APPROVAL OF MINUTES OF PREVIOUS MEETING
(May 30, 1991)
- III. PART ONE OF MEETING
 - A. Waste Minimization Activities: Scheck/
Report on Meeting to Recycle Initiator group
Containers and Discussion on Further Activity.
 - B. F024 Issues: Joe Ledvina has asked Ledvina
for approximately a half hour to
update you on company discussions
with the Louisiana Department of
Environmental Quality.
 - C. Review of Proposal from Clement Ledvina/
Associates for Phase I of a project group
to Develop a "New Quantitative Cancer
Risk Assessment for Vinyl Chloride".
 - D. Revised Formula for VI Environmental Group
Achievement Awards
 - E. Clean Air Act Update Holbrook/
Scheck

At the last Committee meeting, Mr.
Holbrook offered to serve as liaison
to CMA committees on this issue and to
provide appropriate updates to the VI.
Ms. Scheck will update the Committee
on recent SPI activity at the Federal
and State level.
 - F. OTS Letter on Proposed Review of EDC Borrelli

H&S147954

G. Old Business

1. Labeling - Special Seminar on Scheck
Labeling of Compounds
2. OSHA
3. Prop 65 Update
4. Other

H. New Business

I. Enforcement Update

J. Next Meeting

IV. ROUNDTABLE DISCUSSION ON SPILL CONTAINMENT,
PREVENTION AND REPORTING

A. Spill Containment

1. Are your process areas completely paved
with concrete to contain spills?
2. Are piperacks between units over concrete
to contain spills?

B. Spill Reporting

1. Do you have written guidelines for field
personnel on spill and release reporting?
(Brief examples of guidelines would be useful.)
Are spills to concrete reported?
2. What mechanism is in place to determine if all
spills or releases are reported to your environ-
mental department? What agencies are notified?
3. Are all field personnel aware of what the RQs
are for the materials you handle?
4. What type of spill reporting training do you
have for your personnel?
5. What are your guidelines for determining or
calculating if a spill or release is above the
RQ?
6. Do you have any method of tracking or reporting
spills or releases that are below the RQ?

C. Spill Prevention

1. Do you have written guidelines for field personnel on spill and release prevention? (Bring examples if possible.)
2. Do you have any procedures for categorizing the root cause of spills or releases; i.e. design problem, corrosion, human error, operational problem, mechanical problem, etc.? Which have been found to be the major root causes?
3. Are programs in place to address corrective actions caused by specific mechanical problems or root causes? Examples would be rupture disk training, SOP reviews and updates, personnel training and/or counselling, positive or negative incentives, etc.
4. Has any program or corrective action significantly affected (increased or decreased the number of spills and releases that you have recorded?