

March 7, 2013

Chair, Director, Environmental Health and Safety Office
Office of Research and Economic Development
P.O. Box 6343
Mississippi State, MS 39762

Dear Search Committee:

I would to apply for the position of Director, Environmental Health and Safety Office.

I began my career with Mississippi State within the Hazardous Waste Office assuming the role of University Hazardous Waste Officer less than two years later. As the University's Hazardous Waste Officer I was primarily responsible for management of the University's hazardous waste. The position also required management of the office's budget and personnel and invoicing University unit's for hazardous disposal costs. I also served by assisting other University units including its experiment stations across the State with environmental issues. Other responsibilities included providing consultation to the University in employee safety issues and providing support for emergency response with respect to chemical spills/exposure.

After 12 years as MSU's Hazardous Waste Officer, I was offered the opportunity to manage the environmental affairs of one of the University's largest research centers, the Diagnostic Instrumentation and Analysis Laboratory (DIAL), as well as participate in challenging research for the center. While working with DIAL, now known as the Institute for Clean Energy Technology (ICET), I was tasked with assisting Mississippi Ethanol in Winona, MS in submitting notifications and obtaining permits necessary to bring the facility into environmental compliance. These responsibilities included completing the facility's application to the MS Department of Environmental Quality (MSDEQ) for a USEPA Title V air operating permit. This process was completed and resulted in the facility being granted a permit for operation.

These two positions with MSU have afforded me the opportunity to view environmental compliance from both the enforcement/administrative perspective as well as the compliance requirement side of a university researcher. As Director of the Environmental Health and Safety Office I will be uniquely positioned to assist all University units with both environmental and occupational safety issues.

I am confident my 20 plus years experience in application of environmental compliance and occupational safety within a university environment will be a positive asset to Mississippi State University. I look forward to continued service to MSU.

Thank you for consideration of my application.

Sincerely,

A handwritten signature in cursive script that reads "Michael S. Parsons".

Michael S. Parsons, CHMM

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PERSONAL DATA

Home Address:

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Work Address:

Mississippi State University Energy Institute
205 Research Blvd
Starkville, MS 39759
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EDUCATION

Mississippi State University
Millsaps College
Eupora High School

M.S., Chemistry; 12/89
B.S., Chemistry; 05/85
Special Honor Graduate; 1981

WORK EXPERIENCE

Research Associate III, Institute for Clean Energy Technology, Mississippi State Univ. 04/2002 – present
Responsibilities with the Energy Institute are two-fold; environmental compliance of the research unit and conduct of research.

Environmental compliance responsibilities include:

- Ensuring the research center's overall compliance with applicable federal, state, and local environmental regulations including permitting, reporting, hazardous waste management, personnel training. The Energy Institute is located on property not contiguous with the main campus of MSU requiring separate USEPA and MSDEQ notification and reporting of hazardous waste management activities.
- Serving as the research center's liaison with State and Federal regulatory agencies during compliance inspections.
- Review of all unit research projects for applicable environmental compliance. Many unit research projects are pilot-scale projects requiring notification to off-campus regulatory authorities of processes and/or equipment subject to regulation. Examples include above ground storage tanks and air emissions from boilers, burners or flares.
- National Environmental Policy Act (NEPA) review of all Federally sponsored research projects and submission of NEPA documentation ensuring compliance of these projects.
- Serving as unit liaison with industry partners to ensure environmental compliance of industry-sponsored projects. Projects performed at industry partner sites require compliance with environmental requirements specific to that industry. For example, one such project required my completing of all required environmental notifications and permits for the industry partner. These included Baseline Notice of Intent (BNOI) to discharge storm water, Storm Water Pollution Prevention Plan (SWPPP), and notification of hazardous waste management activities. I was also required to complete the facility's application for a Title V air operating permit resulting in successfully obtaining a Synthetic Minor Title V air operating permit for the facility.

WORK EXPERIENCE (continued)

Research Associate III, Institute for Clean Energy Technology, Mississippi State Univ. 04/2002 – present

Research responsibilities include:

- Development of research project test plans meeting the budgetary and quality requirements of the research sponsor.
- Compilation of:
 - Research project budgets.
 - Interim and final reports to research sponsors.
 - Peer reviewed presentations, papers, and journal articles.
- Presentation of research results before project sponsors and peer groups such as national conferences.
- Compliance with quality assurance requirements of research sponsors including development of standard operating procedures and project specific procedures.
- Reduction of research data.
- Serving as testing supervisor for USDOE sponsored research related to evaluation of nuclear-grade HEPA filters. This responsibility requires personal assurance that all activities conducted meet the quality assurance requirements (USDOE NQA-1) of the research sponsor.
- Other research as directed.

University Hazardous Waste Officer, Mississippi State University 01/1991 – 03/2002

Responsible for compliance of MSU and its agricultural experiment stations with applicable federal and state environmental requirements and regulations. Specific responsibilities included:

- Management of Hazardous Waste Office including:
 - Submission of annual budget
 - Accountability for the departmental expenditures
 - Department personnel
 - Annual performance evaluation of department personnel
 - Invoicing University departments to recoup cost of waste disposal
- Implementation of University's hazardous waste management system including:
 - Development of University policies and procedures with respect to hazardous waste management
 - Maintaining contracts with permitted treatment, storage and disposal facilities for off-site disposal of University generated hazardous waste
 - Training of University personnel with respect to environmental regulations
 - Hazardous waste collection, storage, and disposal
 - Serving as University liaison for environmental compliance inspections
 - Submission of required annual hazardous waste generation report to MSDEQ
- Assisted other University units with environmental compliance requirements and permit maintenance including:
 - Solid waste disposal and recycling
 - Air emissions and wastewater emissions
 - Underground and above ground storage tanks
- Served as University subject matter expert for environmental issues.
- Worked with local emergency response units to ensure appropriate, safe response to and compliance with respect to chemical accidents and/or spills.
- Provided consultation to other campus units in safety issues particularly regarding laboratory safety.

WORK EXPERIENCE (continued)

Instructor, Mississippi State University **1997 – 2000**

Courses taught within MSU Department of Technology and Education:

Industrial Safety, TKI3043 Spring 1997 – Spring 2000

Industrial Materials Technology, TKI3223 Fall 1998 – Spring 2000

Courses taught within MSU Department of Continuing Education, Off-campus Credit Programs:

Industrial Safety, TKI3043; Winona, Mississippi Summer 1997

Industrial Materials Technology, TKI3223; Winona, Mississippi Spring 1998

Hazardous Waste Technician, Mississippi State University **05/1989-12/1990**

Duties included providing technical assistance to the University's Hazardous Waste Officer in day-to-day operations of the University's hazardous waste management system.

CERTIFICATIONS

USDOT/ICAO/IATA Certified for transportation of dangerous goods including radioactive materials by air and ground; Million Air Consultants, DFW Airport, Texas. October, 2010

Certification of Human Subjects Education; Mississippi State University, IRB Training Certification ID #2989. August 17, 2005

Certified Trainer for Pesticide Workers and/or Handlers, Certification No. WPS-277; Department of Agriculture & Commerce, Bureau of Plant Industry and Mississippi Cooperative Extension Service, Environmental & Agricultural Chemical Education Unit, Mississippi State, MS. December 13, 1993

Certified Hazardous Materials Manager (CHMM), Senior, Certificate No. 4323; Institute of Hazardous Materials Management, Rockville, MD. May 26, 1993

Eight-Hour Supervisor for Hazardous Waste Workers, Certification No. 3315; University of Alabama at Birmingham, Center for Labor Education and Research/Alabama Emergency Response and Remediation Training (CLEAR/ALER²T). January 28, 1993

8-Hour First-on-the-Scene Awareness Program, Certification No. UT053928AJ04; University of Tennessee Center for Waste Management Worker Training and the Midwest Consortium for Hazardous Waste Worker Training. May 13, 1992

Certified Hazardous Waste Worker, Certification No. 2325; University of Alabama at Birmingham, Center for Labor Education and Research (CLEAR). January 10, 1992

PROFESSIONAL DEVELOPMENT

Aerosol and Particle Measurement Short Course; University of Minnesota. August 19-21, 2002

RCRA and DOT Annual Update and Refresher; Environmental Resource Center, Cary, North Carolina. January 10, 2006.

Federal Hazardous Material Regulations (HM-181) Workshop; J. J. Keller & Assoc. Jackson, Mississippi. 02/15/95.

40-Hour Hazardous Waste Operations & Emergency Response Training for Colleges and Universities; Texas Engineering Extension Service, Texas A&M University System, September 30, 1994

Occupational Respiratory Protection; National Institute for Occupational Safety and Health (NIOSH). Cincinnati, OH. March 4, 1994

PROFESSIONAL DEVELOPMENT (continued)

- Good Laboratory Practices: How to Survive an Audit;** Quality Assurance Risk Assessment Services. Mississippi State University, College of Veterinary Medicine. August 9, 1993
- Environmental Regulation Course;** Executive Enterprises. Hilton Head, SC. June 14, 1993
- Hazardous Waste in Mississippi;** National Business Institute, Inc. Jackson, MS. December 12, 1992
- Confined Space Entry Training Program;** University of Alabama at Birmingham, The Deep South Center for Occupational Health & Safety. November 23, 1992
- Certified Hazardous Waste Worker, Annual Eight-Hour Updates;** University of Alabama-Birmingham, Mississippi State University, and Louisiana State University. 1993 -2010.

PROFESSIONAL ACTIVITIES

- Instructor** with MSU Department of Continuing Education, Occupational Safety and Environmental Programs including the Certified Hazardous Materials Manager review and Hazardous Waste and Emergency Response training courses.
- Secretary,** MS Chapter of Certified Hazardous Material Managers. 01/01/94 - 12/31/95.

UNIVERSITY COMMITTEES

Health Committee	01/1991 – 03/2002
Research Regulatory Compliance Committee	01/1991 – 03/2002
Hazardous Waste Management Committee	01/1991 – 03/2002
Chair, Mississippi State University Recycling Committee	01/1993 – 06/1995
Professional and Support Staff Advisory Council (PSSAC)	01/1993 – 06/1995
Chair, PSSAC, Staff Benefits Committee	01/1993 – 06/1994
Vice-Chair, PSSAC	07/1994 – 06/1995
The Campaign for Mississippi State Steering Committee	12/1993 – 05/1994
Chemical Safety Task Force	07/1993 – 03/2001

UNIVERSITY DOCUMENTS DEVELOPED

- Waste Minimization Plan** for the Institute for Clean Energy Technology as required by the MSDEQ.
- Spill Prevention Control and Countermeasures Plan** for the Institute for Clean Energy Technology
- Preparedness and Prevention Plan** for MSU Hazardous Waste Management System
- Hazardous Waste Management Guide** for MSU Hazardous Waste Management System
- Contingency Plan** for the MSU Hazardous Waste Management System Hazardous Waste Storage Facility.
- Waste Minimization Plan** for MSU as required by the Mississippi Comprehensive Multimedia Waste Minimization Act of 1990

PUBLICATIONS

- Giffin, P., **Parsons, M.**, Waggoner, C., (Oct 2012). "A Test Stand for the Evaluation of High Efficiency Mist Eliminators (HEME)" *Review of Scientific Instruments* American Institute of Physics, **83**, 105107.
- Giffin, P., **Parsons, M.**, Unz, R., Waggoner, C. (May 2012). "Large-scale Test Stand for Lifecycle Testing of AG-1 HEPA Filters Utilizing a Range of Particle Size Distributions" *Review of Scientific Instruments* American Institute of Physics, **83**, 055105.
- Alderman, S., **Parsons, M.**, Hogancamp, K., Waggoner, C. "Evaluation of the Effect of Media Velocity on Filter Efficiency and Most Penetrating Particle Size of Nuclear Grade High-Efficiency Particulate Air Filters" *Journal of Occupational and Environmental Hygiene*, **5**:11,713-720 (2008).
- Alderman, S., Arunkumar, R., Hogancamp, K., Norton, O., **Parsons, M.**, Rogers, D., Waggoner, C. "High-efficiency Particulate Air Filter Test Stand and Aerosol Generator for Particle Loading Studies" *Review of Scientific Instruments*, **78**, 085105 (2007); doi: 10.1063/1.2771421

REPORTS

- Evaluating High Efficiency Mist Eliminators (HEMEs)**; Final Report by the Institute for Clean Energy Technology, Bagley College of Engineering, Mississippi State University; Paxton K. Giffin, **Michael S. Parsons**, Jaime G. Rickert, Donna M. Rogers, and Charles A. Waggoner. Sponsor: DOE. December 15, 2011
- Evaluating WTP Representative Radial Flow HEPA Filters For Loading and Rupture**; Final Report by the Institute for Clean Energy Technology, Bagley College of Engineering, Mississippi State University; Paxton K. Giffin, **Michael S. Parsons**, Jaime G. Rickert, Donna M. Rogers, and Charles A. Waggoner. Sponsor: DOE. December 8, 2011
- Demonstration of New Wastewater Disinfection Technologies Saltillo, Mississippi**; EPA Project No. 83280701; Final Project Report. Holly J. Martin, **Michael S. Parsons**, Larry E. Pearson, Roger L. King. February, 2008
- Real-Time Identification and Monitoring of Barge-Carried Hazardous Commodities**; Sponsor: Oak Ridge National Laboratory; Task 2 Report – Review of CDC flows on the LMR and TN river systems to determine candidate locations for a field test. **Michael S. Parsons**. Submitted May 2007

PRESENTATIONS

- Evaluating the Performance of ASME AG-1 Section FK Radial Flow Filters – 10015**; **Michael S. Parsons**, R. Arunkumar, and Charles A. Waggoner; Waste Management Conference (WM'10). Phoenix, AZ. March 11, 2010
- Management of Natural Disaster Debris**; **Michael Parsons** and Charles Waggoner; International Thermal Treatment Technologies (IT3) and Hazardous Waste Combustion (HWC) Conference. Cincinnati, OH. May 18-21, 2009
- Factors Influencing HEPA Filter Performance – 9060**; **Michael S. Parsons** and Charles A. Waggoner; Waste Management Conference '09. Phoenix, AZ. March 1-5, 2009