

DES Safety Sub-Committee Meeting Summary

Date: February 24, 2014

Location: West Sacramento, Library 2nd Floor Room 231a

Call In: (916) 574-2007

Time: 9:00 am-10:00 am

Attendees: Michael Donlon; Dean Messer; Donald Guy; Mike Dempsey; Tim Smith; Ofelia Bogdan; Jeremy Del Cid; Ryan Pabst; Elaine Jeu; Jason Moore; Petra Lee; Allan Wong (phone); Jason Kindopp (phone)

Agenda

1. Safety Moment (5-Minutes/ Donald Guy)
2. DWR Steering Committee Update (5-Minutes/Donald Guy)
3. DWR Safety Committee Update (5-Minutes/Donald Guy)
4. Status Report (10-Minutes/Donald Guy)
 - o Open Safety Concerns
 - o New Safety Concerns
5. Workplace Near Misses, Accidents, Illness, or Deaths (5-Minutes/Donald Guy)
6. Other/Open Items (10-Minutes/Donald Guy)
 - o Safety Memo- Who will write the March memo?
 - o Subjects for memo
 - o DES Safety Website- any feedback?
 - o Safety Stand Down- DES/DOE/NCRO- 3500 Industrial Blvd. Safety Day
 - o Safety Expo 2014- April 15-17, 2014 at Consumnes River College

Meeting Summary

1. Safety Moment (5-Minutes/ Donald Guy)
 - o Incident of missing personal items (iPad/wallet) - but was eventually found.
 - o Please remember that you are responsible for your own personal items- put them away in desk drawers and out of sight.
2. DWR Steering Committee Update (5-Minutes/Donald Guy)
 - o Michael Donlon- topic of discussion was Budget- each division will pay for its own Safety Program.
 - o There is available under the AECOM contract to pay for some Safety training.
3. DWR Safety Committee Update (5-Minutes/Donald Guy)

DES Safety Sub-Committee Meeting Summary

4. Status Report (10-Minutes/Donald Guy)

- Open Safety Concerns
 - Boat Training (Mike Dempsey for Scott Waller) - Put together a training plan based on feedback from the boat captains. Michael Donlon has worked to put together a plan as well and the plan based on captain's feedback will be a great addition. Will need to send out the plan for review to all the other divisions and to see if additional (specific to the project/location) training should be added to the list.
 - Add kayak and canoe training to the list- along with the swift water training. In the past, this training was available as part of the BDCP training (ask Stephani Spaar- who had organized this?).
- New Safety Concerns
 - Please check to make sure that vehicles are serviced. There are some vehicles that are well over the State recommendation for replacement of the vehicles 190,000 miles and are starting to have major componenets break down: transmissions, radiators...
 - This is a safety concern. Due to the budget cuts- vehicles replacement is not guaranteed. Michael Donlon suggested keeping track of the breakdowns and issues to see if that would help justify replacement due to safety concernsw. Concern is the location of the breakdown- Staff are working in remote locations and phone service is limited. Staff are also working early mornings and late not shifts monitoring. There is a concern for the safety.
 - Eyewash stations- need to be checked monthly. If working with chemicals- the eyewash should be reachable in 10 seconds. If needed, there are portable eye wash stations.

5. Workplace Near Misses, Accidents, Illness, or Deaths (5-Minutes/Donald Guy)

- None reported

6. Other/Open Items (10-Minutes/Donald Guy)

- Safety Memo- Who will write the March memo?
 - Subjects for memo
 - Donald has already written the March memo. Who wants to write the April memo? Scott is beiong asked to write Aprils and Cindy will do Mays.
 - We can also divide the memo and people can write individual sections. The first 2 weeks of the month will be the window for review and edits before the memos are sent out.
 - Scott Waller had volunteered for May- maybe switch to the April memo? (Petra Lee has also volunteered to write another memo.)
- DES Safety Website- any feedback?
 - There is GHS (Global Harmonization System) training on the website. It is the effort to Globally standardize the SDS (formally the MSDS) and make them all uniform. All staff working with chemicals are required to watch the two awareness videos.
- Safety Stand Down- DES/DOE/NCRO- 3500 Industrial Blvd. Safety Day
 - Any volunteers who would like to participate?

DES Safety Sub-Committee Meeting Summary

- Start the event or the planning meeting with an emergency evacuation drill?
- Ideas for training events:
 - Boat Safety Training- How to reverse with boat trailer; “man overboard” training
 - Asbestos
 - Blood-borne pathogens
 - Evacuation Plan
- Safety Expo 2014- April 15-17, 2014 at Consumnes River College
 - It is a three day event- but the courses are of different duration times to fit into everyone’s schedule. Contact Eric Sweeting (training coordinator) for DES employees to sign-up for the Expo. (Contact Donald for information regarding sign-up with the Safety Office for group discount.)

Next Meetings

- ✓ April 28, 2014 at 9am- 10am (Library, Room 231a, 3500 Industrial Blvd., West Sacramento, CA 95691)