



DES Safety Sub-Committee Meeting Agenda

Date: February , 23 2015

Location: DWR 215-DES (2nd floor), 3500 Industrial Blvd., West Sacramento, CA

Call In: 916-574-1224 - Conference Line

Time: 9:00am- 10:00am

Invitees: Mike Donlon; Dean Messer; Heidi Rooks; Cindy Garcia; Mike Dempsey; Karen Gehrts; Ryan Keith; Donald Guy; Jason Kindopp; Michael Koller; Petra Lee; Steve San Julian; Tim Smith; Allan Wong; Joanna Gonzales; Matt Hicks; Scott Waller; Jason Moore; Jeremy Del Cid, Rose Harrelson, Ryan Pabst, Mark Herold, and Jennifer Russo (?).

Agenda

1. Safety Moment (5-Minutes/Don)
2. DWR Steering Committee Update (5-Minutes)
 - Safety Expo
 - IIPP comments
 - Safety Leadership
 - Resources building First Aid Room
 - Power Outage in Bonderson
 - Incidents and near misses
 - Sub-committee updates
 - Open discussion
3. DES Sub-Safety Committee follow up
 - MOCC and Boat safety (Scott Waller)
 - Signage on the exit doors
4. Safety Awards (Donald Guy)
 - Set up guideline for awards
 - Ask someone to take this on.
5. Status Report (10-Minutes)
 - Open Safety Concerns
 - New Safety Concerns –
6. Workplace Near Misses, Accidents, Illness, or Deaths (5-Minutes Donald Guy))
 - What are the updates/discussion topics here? None
7. Other/Open Items (10-Minutes)



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8. Safety Message

- Seasonal list of ideas
 - Template for the message
 - Winter
 - Spring
 - Summer
 - Fall
- Authors
 - December- Cindy Garcia-MWQP
 - January- Erica Rhyne Christensen-ECEB
 - March-Bryte Lab
 - April-Tim Smith will check with his unit
 - May-Michal Koller
 - June-
 - July
 - August
 - September
 - October
 - November
 - December

9. DES Safety Website –

- review prior to meeting for comments and suggestions.

10. Safety Stand Down- DES/DOE/NCRO- 3500 Industrial Blvd. Safety Day

- All committee members will be asked for input and to volunteer to help put on this event.
- Open for discussion
- Approved by Dean
- Date –early spring or with O&M Stand Down Day

11. Safety Suggestion Box

- Suggestion box.
- Email
 - Did receive one suggestion form, Gas leak at Bryte Lab from floor drains.
 - Need help figuring out how to add a submit button and print button to the form. Staff should be able to fill it out online and press submit.

12. Parking lot mud- need suggestion on how to help keep the parking lot and wash rack clean.

- Supply a shovel and 5- gallon bucket, material could be placed in the dumpster

Next Meetings

- ✓ March 30, 2014 at 9:00am- 10:00am the last Monday of the month.



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- Action Items:
- Scott Waller was added on the CSWP - Hazardous Materials/Waste committee.

- The loading dock at Vernails is a concern when it goes underwater because when the water receded the dock surface is slippery and there are no handrails. Staff are wearing their PFDs, but there is still a slip, trip, and fall concern.
- The lower pylon at Mossdale is a concern if staff have access to this point.
- Cindy sent the group the final draft CSWP 5.7 - working over, work in or near water.
- The Jacks that come with some of our vehicles may not be adequate for safely changing a flat tire. I sent Robert Hamilton an e-mail about upgrading the jacks in our vehicles. When I hear back from him I'll share any information at the next meeting.
- Calling for vehicle assistance does not always produce consistent information. In the e-mail to Robert Hamilton I asked him about written procedures regarding vehicle assistance, and will share any information once I hear back.
- Staff should add emergency contact phone number's to their vehicles blue books. Tim Smith will send out the template that his group uses.

- ~ Who from Tim's area will write the April safety message?
- ~ Any word on the 4X4 training class?
 - DWR's Training Office does not currently offer four-wheel-drive training classes according to Matt Harris, but the last class 11 years ago was coordinated through the San Joaquin field division. I put a call into Christine Clarico for more information about how she coordinated and conducted the class. When I hear back from her I'll share any information at the next meeting.
- ~ Any word on upgrading vehicle jacks or written procedures regarding vehicle assistance?