



DES Safety Sub-Committee Meeting Minutes

- Date:** July 31, 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
- Attendees:** Cindy Garcia; Donald Guy; Michael Koller; Allan Wong; Jeremy Del Cid; Elaine Jueu-

Minutes

1. Safety Moment (5-Minutes) - Earlier this month one of DES's staff while on the way to work came across an accident. They did all the right things. Called 911, made sure they were safe, check on the injured individuals to see if they could help them in some way. An EMT arrived and the DES staff stepped back to allow a more qualified individual take control of the site. They also waited to be dismissed before leaving the scene. After the situation was over they stepped back and assessed how they handled the situation. Where can I improve? Do I need more training? This is hard for people to do; a self-evaluation of how you handled situation.

- o Next meeting assign-

2. DWR Steering Committee Update (5-Minutes)

Cindy Garcia- OP2 training is still being assessed by O&M to allow DES staff to take 4-hours awareness training instead full 8-hours of training. Cindy need a list of duties DES staff conducts while working in the Field Divisions.

The Office of Safety has rewritten DWR's IIPP. DWR's IIPP is in final review and approval process.

3. DES Sub-Safety Committee follow up - None
4. Status Report (10-Minutes)

Open Safety Concerns- Michal Koller made comment about the material stored in the warehouse. The committee will after the Safety Awareness Day set up a sub-committee to review chemical storage at 3500 Industrial Boulevard. The committee will develop guidelines and suggestions for management review to help improve chemical storage and management.

- o New Safety Concerns

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

Pesticide sprayed in the back parking compound. Facilities did not notify staff, spraying took place at lunch time. Staff needed to move inside. Joanna Gonzales was notified and facilities were notified.



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On the way to work incident-see Safety Moment.

6. What are the updates/discussion topics here?

Other/Open Items – Sacramento Maintenance yard is setting of a Safety committee at the yard. ALL division's located at the yard need to have a representative at the meeting. DES Safety Committee proposed that Steve San Julian and Allan Wong represent DES at the meetings.

7. Safety Message

o Authors

- December- Cindy Garcia-MWQP
- January- Erica Rhyne Christensen-ECEB
- March-Bryte Lab
- April-Tim Smith
- May-Michal Koller
- June-Jason Kindopp
- July-Katherine Marquez **Erica has already written July's message**
- August-Katherine Marquez- Kim Gazzaniga
- September- Shaun Phillippart
- October-DES Administration
- November- MWQI-Cindy
- December-Bryte-Allan

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

4142 –and sign in sheets required. The sign in/roster sheets should be sent to Matthew Harris at the training center and he will mark that all employees receive credit for the training. He did not indicate but to possibly make it easier for him on the sign in sheets maybe have all the employees include their SAP employee number.

o Committee members:

- Mike Donlon; Dean Messer- Speaking
- Donald Guy – presenting
- Cindy Garcia- organizing
- Ryan Keith- presenting
- Rod Teeter- presenting
- Rene Mostert-presenting
- Allan Wong- presenting
- Scott Waller- presenting
- Daniel Riordan- presenting
- Robert Hamilton- presenting
- Racheal August- food supplies
- James Lee- set up and BBQ



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- Joanna Gonzales- organizing
- Laura Gonzales-4142's
- Michael Koller –will be contacting Scott Waller and the Branch Chiefs to help Scott with the poster session.
- Elaine Jueu – will assist Racheal August in food set up and coordinate table chairs and canopies.

All DES Sub-Safety Committee members not currently assigned are asked to help set up and tear down for the event. Prep and cook as needed.

- Jason Kindopp; Petra Lee; Steve San Julian; Matt Hicks; Jason Moore; Jeremy Del Cid; Ryan Pabst; Derek Johansson; Kaster Thomas.

8. Safety Suggestion Box

- Suggestion box. No suggestion
- Email-no emails

Next Meetings

- August, 24, 2015 at 9:00am- 10:00am the last Monday of the month. Time will be used for set up for the Safety Awareness Day
- Action Items: Cindy Garcia has proposed that the Safety Meetings be moved to quarterly as opposed to monthly. Will talk to Dean for his input.