

NYS & CSEA STATEWIDE SAFETY AND HEALTH COMMITTEE

September 10, 2009

MEETING MINUTES

Attendees:

Management	Scot Chamberlain Tony DeMarco Larry Enoch Sue Ann Hart Debye Lurie John Suchy	OMH WCB OGS OMRDD OCFS DOCS
CSEA:	Paul Blujus Frank Cosentino Karen Maikels Andrew Mantella Nicholas McKay	DOH Liquor Authority OASAS OCFS DEC
CSEA Staff:	Janet Foley, Co-Chair Matthew Kozak Mark Stipano Monique St. Hilaire	
Partnership Staff:	Jeannine Morell Stephanie Rockmacher Mark Stackrow Peter Trolio	
<u>Absences:</u>	Valerie Ayers Andy Barna Deborah Downey Derrick Holmes Brian Gibney Richard Keefer Maryann Phelps Nick Schkrioba Virginia Stubbs Michelle Speanburg Chuck Vejvoda	SUNY SUNY OMRDD OMRDD DOT DOT SUNY WCB OMH OMH (Ret.) Co-Chair (Ret.)
<u>Invited Guests:</u>	John Currier Jinny Kirby Mary Rubilotta	GOER OMH CSEA

1. Introductions/Opening Remarks/Review and Approval of Minutes

Mark Stackrow opened the meeting with general comments and housekeeping items. John Currier was introduced as Chuck Vejvoda's temporary replacement as co-chair of the committee.

MOTION made to approve the minutes of the July 16, 2009 meeting and CARRIED.

2. H1N1 Presentation - Mark Stipano

Mark Stipano presented an overview of the H1N1 virus. The presentation covered the characteristics of the virus, how it is spread, who are the most susceptible, issues surrounding the vaccine, and various administrative controls and levels of PPE.

John Currier stated that GOER has been working with the NYS DOH. An executive order from DOH is in the governor's office for signature that will provide guidance on various H1N1 workplace issues and the planning process for state agencies and departments.

DOH has released an emergency rule about mandatory vaccination of healthcare workers, the scope of workers affected, and the continuation of operations in workplaces when employees are sick at home.

3. Partnership Updates - Partnership Staff

Committee Projects:

- Curriculum - The Partnership staff is updating the OSHA 10-hour Construction participant guide and creating the Accident Investigation curriculum.
- Extreme Temperature Guides are under review by Partnership staff.
- Biological Fact Sheets - copyright has been approved and moving through the format review process before going to GOER for the Exec. 15 review.
- Open Enrollment Program - Four safety and health courses under Skills for Success have launched. All the information is on the Partnership website. A PDF catalog for the fall and spring can also be downloaded. Outreach to management representatives and CSEA local presidents publicizing the courses will take place soon.
- Janet Foley requested a disclaimer to be added in the confirmation letters that specifically states that these courses are not compliance training without additional on-the-job training and review.

Sub-Committee Report-Outs:

- **Boiler/Pressure Vessel** - The 3-day training program arranged by the subcommittee has been approved and two trainings are scheduled for staff from seven predetermined SUNY campuses and are specific to the Plant Utilities Assistant and Plant Utilities Engineer 1 titles. Nine workers will be attending each course. The first course will be given at the end of October and the second at the end of November.

- **Training** - Discussions are moving forward regarding a format for a T-T-T curriculum.
- **Subcommittee on Safety Management Systems (Elements)** - Discussions are moving forward regarding OMRDD's interest in starting a labor-management safety and health committee. The committee is discussing using the training as a way to advance Elements. The committee is reviewing the curriculum and providing feedback.
- **Imminent Danger** - Feedback from the pilot presentation has been incorporated into the training program and is being reviewed. There are plans to pilot another presentation at one of the state agencies.

4. **Sub-committee Meetings**

The sub-committees held meetings to work on their respective projects. Minutes from the meetings are attached.

5. **Future Meetings:**

November 19, 2009
January 14, 2010

Name: Training Subcommittee Minutes

Date: August 18, 2009

Attendees: Karen Maikels
Larry Enoch
John Suchy
Nick McKay

Facilitator: Stephanie Rockmacher

Recorder: Stephanie Rockmacher

Location: Partnership Offices

Action items:

What (Topic)	Who (Responsibility)	What (Decision)	When (Suspense)
1. Train-the-Trainer curriculum	Stephanie R.	Continue discussions on curriculum content.	
2. List of potential online pilot participants	Stephanie R.	Update on suggested names. Discuss how the names will be selected.	
3. Update online pilot program progress	Stephanie R.	Ask for assistance in having names selected for CSEA participants.	

Brainstormed Ideas for...

Notes:

- Reviewed proposed online S&H draft materials.
- Discussed potential pilot participants and asked for assistance in getting the CSEA participants selected. Nick McKay volunteered to work with Matt Kozak in determining an A and B list of potential participants to be contacted.
- Developed a preliminary outline of the curriculum for the T-T-T.
- Stephanie will invite John Orsini, Deputy Bureau Director regarding presenting their version of a T-T-T to the committee around Asbestos Awareness to see how a different version of a T-T-T can be done for ideas.

Next meeting –

When: October 28, 2009
Where: Partnership Board room
Facilitator: Stephanie Rockmacher
Recorder: Stephanie Rockmacher

**Committee Formerly Known as Elements/Now Known as the Subcommittee
on Safety Management Systems or SCSMS**

**Subcommittee Minutes
September 10, 2009**

Members:	Andrew Barna	andrew.barna@suny.edu	Absent
	Mark Stackrow	stackrowm@nyscseapartnership.org	Present
	Chuck Vejvoda	cvejvoda@goer.state.ny.us	Absent
	Brian Gibney	bgibney@dot.state.ny.us	Absent
	Andy Mantella		Present
	Debye Lurie		Present

Facilitator: Mark Stackrow

Invited Guests: None

Recorder: Mark Stackrow

Location: Partnership Offices

Action items: Review and be prepared to provide comments on the draft Safety and Health Committee Training (see below.) Due next meeting.

Topic/ Item	Description/ Discussion
OMRDD & other agencies interested in starting safety & health committees	Discussed the need for activities in the Elements plan and handouts. Current document may be too wordy. Mark to work with Labor-Management Services staff to develop handouts.
S&H LMC training curriculum	Reviewed participant handouts and provided feedback that will be incorporated.
Discussion regarding labor-management committee training	Discussed using labor-management committee training as a way to advance the elements approach.

Next Meeting: November 19, 2009