

NYS & CSEA STATEWIDE SAFETY AND HEALTH COMMITTEE

May 13, 2010

Meeting Minutes

Attendees:

Management:	Larry Enoch, Co-Chair	GOER
	Debye Lurie	OCFS
	Margaret Clarke	OMH
	John Suchy	DOCS
	Barbara Boyle	SUNY
	Jeremiah Coleman	OMRDD
	Laura Greninger	DOT
CSEA:	Paul Blujus	DOH
	Frank Cosentino	Liquor Authority
	Karen Maikels	OASAS
	Nicholas McKay	DEC
CSEA Staff:	Janet Foley, Co-Chair	
	Matthew Kozak	
	Mark Stipano	
Partnership Staff:	Jeannine Morell	
	Stephanie Rockmacher	
	Yvette Malavé Diaz	

Absences:

Valerie Ayers	SUNY
Andy Barna	SUNY
Scot Chamberlain	OMH
Deborah Downey	OMRDD
Derrick Holmes	OMRDD
Patricia Briggs	OMRDD
Nicholas Schkrioba	WCB
Tony DeMarco	WCB
Richard Keefer	DOT
Brian Gibney	DOT
Carol McClellan	OGS
Andrew Mantella	OCFS
Maryann Phelps	SUNY
Virginia Stubbs	OMH
Monique St. Hilaire	CSEA
Mary Rubilotta	CSEA
Peter Trolio	Partnership
Mark Stackrow	Partnership

1. Introductions and Approval of Minutes

A motion was made to approve the March 11, 2010 meeting minutes with noted changes. The motion was carried. The final minutes will be sent electronically to all committee members and posted on the Partnership's website.

2. Confined Space and Lockout/Tagout Overview

Larry Enoch, GOER and Mark Stipano, CSEA

Mark Stipano presented on the Control of Hazardous Energy also known as Lockout/Tagout (LOTO). The presentation covered the differences between Lockout and Tagout, the advantages and disadvantages of each, procedure plans, annual inspections, and necessary training regarding LOTO and when it is necessary.

Larry Enoch presented on Confined Space Entry. The presentation covered the dangers involved with confined space, the types of confined spaces, and how they should be dealt with.

3. Safe Patient Handling and Movement Conference

Stephanie Rockmacher, Partnership

Stephanie reported that fifteen people were sponsored to attend the Safe Patient Handling and Movement Conference held in Lake Buena Vista, Florida, as a result of an agreement between CSEA, PEF, and New York State.

A NYS Safe Patient Handling Conference is scheduled to be held in Syracuse during the fall. It is anticipated that an MOU will be signed to sponsor employees to attend.

4. Partnership Updates

Stephanie Rockmacher, Partnership

Boiler Pressure Vessel: The training is on hold due to the current fiscal environment.

Safety & Health Labor-Management Grants Program: The program is on hold due to the current fiscal environment.

Online Safety & Health Certificate Programs: Currently, 27 of the 96 CSEA-represented employees registered for the online programs have completed their course requirements.

Imminent Danger: The slides have been revised and approved. The Instructor Guide and Participant Guide have been revised and are pending approval.

Indoor Air Quality Manual: The Biological Fact Sheets have been edited and updated. Upon completion of the final review, the Fact Sheets will be returned to GOER for EXEC-15 approval. The remaining sections of the manual are now on hold because the copyright issues are too time consuming.

Train-The-Trainer: The writing of the curriculum is currently on hold due to the current fiscal environment.

5. Subcommittee Meetings

The sub-committees held meetings to work on their respective projects. Meeting minutes are attached.

6. Meeting Dates

Next Meeting: July 8, 2010

Future Meetings: September 9, 2010, November 18, 2010, January 13, 2011, March 10, 2011

**Training Subcommittee Minutes
May 13, 2010**

Attendees: Karen Maikels
Larry Enoch
John Suchy
Nick McKay

Facilitator: Stephanie Rockmacher
Recorder: Stephanie Rockmacher

Location: Partnership Offices

Action Items:

What (Topic)	Who (Responsibility)	Decision (What)	When (Suspense)
1. Train-the-Trainer Curriculum Scope of Work	Stephanie R.	If the state's current fiscal situation continues, pursue writing LOTO T-T-T curriculum in-house.	
2. Types of alternative training available	Stephanie R.	Explore alternative methods of delivering safety and health training.	
3. Train-the-Trainer Logistics		Continued discussion is required around the establishment of the T-T-T program.	

Notes:

- Discussion regarding the current status of the development of the safety and health T-T-T curriculum. Due to the state's current fiscal environment, the curriculum development is on hold until monies can be allocated. It was the consensus of the committee to begin work on the Control of Hazardous Energy LOTO T-T-T curriculum since it is specifically mentioned in the side letter. It is anticipated that a pilot of the LOTO program can be delivered before the end of the current NYS/CSEA contract as long as work begins shortly.
- Another topic of discussion was the use of alternative methods of delivering classes because as travel becomes more restrictive for employees, the Partnership has seen an elevated rate of cancellations, particularly among the *Skills for Success* courses. Areas discussed included webinars, video conferencing, online, and courses on CD. It was determined to continue monitoring the state's travel restrictions and employee release time issues so that alternative training delivery methods can be further researched beyond the webinars format currently being discussed.
- Discussions continued on developing the support portion of the T-T-T program soon to be developed. Further discussions need to determine where support for training is going to be found and how information will be disseminated to participants of the training after completion.

Next Meeting –

When: July 8, 2010
Where: Partnership Offices
Facilitator: Stephanie Rockmacher
Recorder: Stephanie Rockmacher

- The culture of safety that was created – the facility before and after

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