

**NYS & CSEA SAFETY AND HEALTH STATEWIDE  
LABOR-MANAGEMENT COMMITTEE MEETING**

**October 19, 2006**

**DRAFT MINUTES**

**Attendees:**

Management:	Chuck Vejvoda, Co-Chair	GOER
	Nick Schkrioba	WCB
	Brian Gibney	DOT
	Bob Bailey	OMRDD
	Jeremiah Coleman	OMRDD
	Walter Greenberg	OCFS
	Debye Lurie	OCFS
	Charles Hatch	DOCS
	Charles Parmentier	OMH
CSEA:	James McHugh	DOT, Region 5
	Deborah Downey	OMRDD, Region 3
	Karen Maikels	OASAS, Region 4
	Frank Cosentino	Liquor Authority
	Paul Blujus	DOH
CSEA Staff:	Janet Foley, Co-Chair	
	Matthew C. Kozak	
	Mark Stipano	
	Monique St. Hilaire	
Partnership Staff:	Linda Stortz-Torino	
	Deb Berg	
	Stephanie Rockmacher	
Guest:	Ed Ruff	Workers' Compensation Board

**1. Opening Remarks and Review/Accept Minutes of the August 16, 2006 Meeting**

All committee members were in favor of accepting the minutes of the August 16, 2006 meeting contingent upon minor changes being submitted to Stephanie Rockmacher. Final minutes will be re-sent to the committee members and will be posted on the Partnership website.

[www.nyscseapartnership.org](http://www.nyscseapartnership.org)

Stephanie reported that, with the contract end of March 31, 2007 coming up, committee projects need to be finalized for printing and distribution. Final project work should be submitted by the end of November to allow for GOER review, copyright issues, layout, publication in the NYS Contract Reporter, printing, and distribution on or before 3/31/07. The finalized projects should also include ideas for design and layout, target audience and approximate quantity.

If the November deadline cannot be met, there is also the possibility of publishing final products in PDF format on the Partnership web site, pending final project completion during the next contract period.

Stephanie Rockmacher reported that the February meeting will include a luncheon offsite. Representatives from CSEA, GOER, and the Partnership Board will be invited to attend. **Prior to the February meeting, a report on the work and accomplishments by the statewide committee and sub-committees must be prepared and finalized for CSEA, GOER and the Partnership Board.**

Chuck Vejvoda reported that OGS will be holding an information meeting on their AED plans and policy for the buildings in proximity to the Empire State Plaza.

## **2. Training Topic – Workers’ Compensation Injury Data** **Ed Ruff, Advocate for Injured Workers**

Ed Ruff gave a presentation on the WCB’s Office of Advocate for Injured Workers that provides guidance for claimants on special claims for acquiring medical treatment, returning to the workforce, and dealing with financial difficulties because of lost earnings due to an occupational injury or illness. They also provide guidance for claimants in navigating the legal system. He also explained Section 32 of the Workers’ Compensation Law that provides final binding agreement in settling claims.

## **3. Sub-Committee Meetings and Report Outs – 10:45 a.m – 2:15 p.m. (Working Lunch)**

### **Environment**

Mark Stipano reported that the two sections from the IAQ Manual dealing with chemicals and biological agents, and the summary and detail are in the process of being finalized. The sub-committee reviewed the feedback received from DEC/DOT/OGS on the extreme temperature supervisor’s manual. The sub-committee outlined the final section of the IAQ manual dealing with the impact of maintenance and building renovations on air quality for price quoting by the contractor. Details on the final product will be addressed in a December meeting.

## **Ergonomics**

Bob Bailey reported that the draft narrative for the brochure for non-direct care workers will be prepared by October 27.<sup>th</sup> The brochure will contain seven or eight products per occupational group; the layout/design will be a 8-1/2 x 11 booklet with color photos. The approximate number to be printed for distribution to agencies will be 20,000.

Approval has been obtained for 13 persons to attend the Safe-Patient Handling Conference in March, 2007. Recruitment for attendees will include labor and management representatives from the veterans' homes, and committee members.

The sub-committee reported that a presentation on Batavia Veterans' Home zero-lift program was given to the Statewide Department of Health/PEF Safety and Health Committee. The presentation was well received and the committee members were impressed with the positive results from the implementation of a zero-lift program at Batavia. As a result, PEF may send a representative to the Safe Patient Handling Conference in March, 2007.

## **Elements**

The sub-committee reviewed and reduced the number of slides in the 132-slide Power Point training presentation submitted by the consultant. The final product will be a curriculum comprised of three to four binders, with a CD. The audience for the training will be management supervisors and safety and health committee members. Chuck Vejvoda and Mark Stackrow will submit the final layout for approval, and recommend the number of copies needed and other administrative details

The trainers' roles in executing the actual delivery of each individual element of the curriculum will need to be developed in the next contract.

## **Workplace Security**

Debye Lurie reported that the sub-committee has refocused its final product due to the recent Workplace Security Act legislation. A scope of work has been sent out for the development of guidelines to assist agencies on control methods to help prevent or remediate security risk factors. A meeting will be scheduled in the near future to review the proposals. The sub-committee plans to complete the content and post the guidelines on the web site before March 31, 2007. Final layout and distribution of the hard copy guideline booklet will need to be addressed in the next contract.

## **SUNY Pressure Vessel/Boiler**

No report.

## **Imminent Danger**

Stephanie Rockmacher reported that Mark Stipano and she met with Larry Enoch of OGS to report the results of the focus group meetings held to gather information on the supervisors' interpretations of "imminent danger." OGS is very interested in having training for their supervisors. They are going to pursue the 10-hour General Industry training which CSEA will give before March 31, 2007.

## **Closings Remarks**

A discussion was held on a training topic for the next meeting. Chuck Vejvoda suggested an overview of the Navigator program, WCB data, forms, etc. Another suggestion was an update on AED policy by OGS.

## **Future meeting and Training Topics**

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| Thursday, December 14, 2006 | Possible Navigator Training or AED Training<br>Committee members are encouraged to submit ideas via e-mail. |
| Thursday, February 15, 2007 | Committee members are encouraged to submit ideas via e-mail.  |