

**Amputation SEP Committee Minutes**  
**January 27, 2020 at 10:00am**  
**Large Conference Room, Charlotte**

**Attendees:** Chris Ray, Jennie Cagle, Lee Peacock, Marcus Bandy, Paul Sullivan, and Tom Hardesty

**Via Video Conference:**

**ASH –** Denise Ballew, George Calver, Kay Knezevich, Kristie Hall, Leighton Dowdle, Michael Greer, and Robin Ewart

**LBT –** Chris Jaison, Courtney Phillips, Deborah Samad, Greg Westmoreland, Horace Dozier, James Zepeda, Lynn Stephenson, Merville Forrester, and Sheldon Joseph

**ORB –** Anne Weaver, Bruce Pearson, Hollis Yelverton, Joseph Davis, Judyth Niconienko, Kevin O'Barr, and Scott Mabry

**WIL –** Alex Lee, Donald Payne, Holly Pups, Howard Laurie, Idelisse Perez, Lafayette Atkinson, and William Matthews

**Consultative Services Update – Bruce Pearson**

- CSB has incorporated the SEP into their surveys. They have done 11 applicable surveys so far, but they have experienced some coding issues, which are causing rejects. The issue is being worked on.

**PSIM Update – Anne Weaver**

- The mailing list was provided to ETTA for the letters.
- Contact PSIM if you need any assistance on the assignments.

**ETTA Update – Hollis Yelverton**

- They have incorporated an Amputation SEP update into some of their webinars and in one of the alliances/partnerships.
- The mailings have gone out and they have not seen a lot of returned mail, which is a good sign. There were 2 addresses for most of the employers on the list.
- Fed OSHA put their National Emphasis Program in the Amputation Directive; we have not decided on utilizing the coding.

**Compliance Update – Jennie Cagle**

- On November 15, 2020, there were 1,700 letters mailed to employers that fell within the guidelines in the OPN. The goal of the letter was to inform the employer of the SEP.
- Prior to the letter being sent out, a copy was sent to all OSH staff in the event they are asked questions about the letter when in the field.
- Amputation Inspections through December 2019:

EAST STATS	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL	TOTAL
	4	6	5										15	

WEST STATS	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
	9	4	4										17

32

- We have a goal of 150 (12.5/month) so we are behind.

#### General

- There was general discussion on several SEP inspections that have been conducted.
- The OPN was discussed and whether there needs to be clarification on coding. Jennie Cagle stated she would reexamine the wording to see if clarification is needed.

Next Meeting – April 27, 2020 @ 10:00am

The meetings for the remainder of the year are July 27, 2020 @ 10:00am and October 26, 2020 @ 10:00am.

The meeting was adjourned at 10:40am.

**From:** Scally, Melissa  
**Sent:** Monday, October 21, 2019 10:30 AM  
**To:** Weaver, Anne; Bogner, Karen  
**Cc:** Cagle, Jennie; Yelverton, Hollis  
**Subject:** Parameters for Letters

The employers that were selected are based off the OPN E.2.a.v. "NAICS codes with three or more "Amputation-Digit," "AmputationLimb," or "Pulled into Machinery" events ( $n \geq 3$ ) and an event rate greater than or equal to 1.5 per 1000 NC employees over the four-year data period (calendar years 2015-2018) will be included in the initial targeting schedule." They encompass the italicized NAICS codes in Appendix A of the OPN.

A copy of the letter will be emailed as soon as Hollis is back in the office tomorrow since Kevin made his revisions to the most recent draft of the letter.

Melissa Scally, MESH, C-MESH, IH MESH  
Safety Standards Officer  
OSH Division – Education, Training, and Technical Assistance Bureau  
North Carolina Department of Labor  
P 919.707.7870  
F 919.807.2876

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Charlotte

Jennie Cagle

Lee Peacock

Marcus Bandy

Chris Ray

Ti Witthardt

Lane or Sultan

**Cagle, Jennie**

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**From:** Knezevich, Kay  
**Sent:** Monday, January 27, 2020 12:28 PM  
**To:** Cagle, Jennie  
**Subject:** Amputations SEP Meeting Attendance 1-27-2020 District 1

Hi Jennie,

Attending the Amputations SEP meeting this morning from District 1 were:

Myself, Robin Ewart, Kristie Hall, Leighton Dowdle, Michael Greer, Denise Ballew, and George Calvery.

Thanks,  
Kay

Kay Knezevich  
District Supervisor

Occupational Safety and Health Division  
North Carolina Department of Labor  
204 Charlotte Highway, Suite B  
Asheville, NC 28803

Phone: (828) 299-8232  
Direct: (828) 296-7227  
Fax: (828) 299-8266  
Email: [kay.knezevich@labor.nc.gov](mailto:kay.knezevich@labor.nc.gov)

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**Cagle, Jennie**

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**From:** Westmoreland, Greg  
**Sent:** Monday, January 27, 2020 10:36 AM  
**To:** Cagle, Jennie  
**Subject:** Amputation SEP meeting attendance/additional question

Good morning,

Here is the list of attendees for the meeting this morning in the LBT office:

Horace Dozier Jr.  
- Greg Westmoreland  
- Merville Forrester  
✓ Sheldon Joseph  
✓ Lynn Stephenson  
✓ Courtney Phillips  
✓ Deborah Samad  
✓ James Zepede  
Chris Jalson

Additionally, I was asked by a CSHO after the meeting to seek clarification on Paul's comment that all LO/TO inspections should be coded under the Amputations SEP. Reading between the lines I'd assume that if they are locking out equipment because of another hazard and it doesn't present an amputation hazard, i.e. electrical, it wouldn't be coded under amputations. I just wanted to confirm and make sure I'm not putting words in anyone else's mouth. Thanks!

**Greg Westmoreland**  
Safety Compliance Officer  
NC Department of Labor  
1101 Mail Service Center  
Raleigh, NC 27699-1101  
Phone: 919-779-8525

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# ORB

## Amputation SEP Meetings

1/27/2020

Bruce Pearson	Consultative
Anne Weaver	PSIM
Hollis Yelverton	ETTA
Judy H. Riccaulice	CSJ Admin
Joseph Davis	ETTA
Scott Matney	OSA Admin
Kevin O'Bar	CJB

## Cagle, Jennie

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**From:** Payne, Donald  
**Sent:** Monday, January 27, 2020 12:22 PM  
**To:** Cagle, Jennie  
**Cc:** Atkinson, Lafayette  
**Subject:** Amputation SEP attendees

Wilmington (District 10) attendees are as follows:

- Donald Payne
- Lafayette Atkinson
- Howard Laurie
- Alex Lee
- Holly Pups
- Idelisse Perez
- Will Mathews

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## **Amputation SEP Committee Minutes**

October 21, 2019 @ 10:00am

Large Conference Room, Charlotte

**Attendees:** Bob Tipton, Curt Hobson, Griselle Negron, Jennie Cagle, Kevin Cosgrove, Marcus Bandy, Rob Maedje, and Ted Hendrix

*Via Video Conference:*

ASH: George Calvery, Kay Knezevich, Kristie Hall, Leighton Dowdle, Michael Greer, Paul Sullivan, and Robin Ewart

LBT: Celeste Hardy, Chris Jaison, Chris Moore, Courtney Phillips, Greg Westmoreland, Greg Williams, James Zepede, John Jaskolka, Katie Perry, Lynn Stephenson, Mark Rasdall, Merville Forrester, Nicole Brown, Scott Justice, Sheldon Joseph, Todd Waller, and Wesley Herron,

ORB: Anne Weaver, Judyth Niconienko, Karen Bogner, Kevin Beauregard, Melissa Scally, and Scott Mabry

WIL: Alexander Lee, Donald Payne, Howard Laurie, Idelisse Perez, Ira Griffith, and William Matthews

### **Discussion Topics:**

Consultative Services Update – No representative available

PSIM Update – Karen Bogner

- The new amputation assignment list was posted September 30, 2019. There are 242 sites on the list.

ETTA Update – Melissa Scally

- ETTA is preparing the letter to go to businesses within the NAICS to inform them of the SEP. The mailing will take place in November and approximately 1,700 employers are on the mailing list.
- 122 employees attended the Amputation SEP training provided by Paul Sullivan and Ted Hendrix.

Compliance Update – Jennie Cagle

- Through 10/18/19, there have been (8) SEP inspections: (4) referral – employer reported, (2) programmed planned, and (2) unprogrammed related.
- The SEP notification letter mentioned by ETTA will be emailed to OSH prior to the mailing to ensure staff are aware in case they receive questions while in the field.

General

- There was general discussion on several SEP inspections that have been conducted.
- The OPN was discussed and whether there needs to be clarification on coding. Jennie Cagle stated she would look into updating the OPN with examples.

Next Meeting – TBD

The meeting was adjourned at 10:40am.