

ETTA BUREAU MEETING MINUTES

Date: Monday, April 25, 2022

Location: 3rd Floor Conference Room, C324 or Via Lifesize with Supervisor Approval

Time: 1:00 pm

Scribe: Jacopo Wiggins

Staff in Attendance: Wanda, Nick, LaMont, Marcy, Hollis, Carlene, James, Michelle, Tim, Tyrone, Meredith, Cory, Joe L., Christy, Crystal, James, Jacopo, Jay, Joseph D., Celeste, Julie, Andy, Todd, Kevin Beauregard

Schedule

Open Meeting – Wanda opens the meeting with a “Safety Moment” inquiry: Nick shares a recent experience where he fell while walking near a site where construction activities were ongoing (near his personal residence).

Bureau Chief Updates / Announcements, Wanda Lagoe

- Welcome, 2/28/22 meeting minutes have been posted on the One Stop Shop.
- Birthdays – May – Joe L., Michelle and Cory; June – Jay and Morgan
- Certifications – None
- The One Stop Shop upgrade is progressing very well.
- Keep up with your COVID numbers. Still need to send them monthly to Betty Morgan.
- We are working on the inventory. Please be sure to verify the FAN and SN when verifying equipment/furniture, (review and verify items on inventory for Crystal).

OSH Deputy Commissioner /Director Updates / Announcements, Kevin Beauregard

- Workers Memorial Day celebration (May 28, 2022, 10:00 am) honoring victims who died on the job.
- OSHA permanent rulemaking for COVID standard.
- Fixed asset inventory ongoing (account for issued equipment, Tammy Higgins)
- Fed OSHA inquired about potential penalty increases for Maximum penalties in compliance NC (14,000+).
- Fed OSHA starting process to revoke Arizona’s state plan status.
- New partnership (Jacobs Engineering) groundbreaking for Fujifilm Diosynth Biotechnologies facility in Hollis Springs NC. Project projected to be complete in 2025.
- Federal OSHA 3-month COVID 19 NEP (March 9, 2022-June 9, 2022) will likely not be adopted in NC.
- COVID 19 activity, 350 compliance complaints/month to 1/month.
- Fall prevention campaign on May 2, 2022.
- Construction Forum (awareness to falls) on May 18, 2022.
- Pay increases retroactive April 1, for 80% of OSH staff (\$950,000 on increases).
- New salary rate system coming, i.e., new nomenclature (June 1).
- Received slight Federal grant increase in funding.

- OSH advisory council meeting coming up May 12 at LBT.

Section Updates

Library: Nick Vincelli

- Completed resolving list of items (relayed by the State Library) with default “stacks” location (requiring cataloging); reviewed list & resolved these items (e.g., created bibliographic record for Rulemaking Hearing Records in Special Collections & transferred pre-cat item records to that record).
- Attended BEST conference in March.
- Used Collaborative Requisition feature in NC E-procurement to send quotes to 3 vendors (per revised FSD policy requiring obtaining quotes from 3 vendors if item being ordered =>\$200); vendors confused by this; finally ordered new DVD from selected vendor.

Recognition Program Section: LaMont Smith

- Completed 4 SSTM classes.
- Completed 13 recertifications, 19 new, including OSTMs (Tyrone, Jacopo).
- Congratulations, Morgan got married!!!
- New cut-loose officer, Tyrone Preparing for annual conference (25 years of Safety- Past, Present, Future.

Standards Section: Hollis Yelverton

- Standards books are currently being printed and should arrive in the next few weeks. Thanks to Joe, Wanda, Carol and Crystal for their work on this year’s order.

Training Section: Marcy Collyer

- The new training registration system should be launched any day now. We are just waiting on the e-procurement process.
- We are currently in the middle of the 125 course. All is going well. The 105 course and the PSM course are in the planning stages.
- The Safety and Health Management Systems (SHMS) modules are complete and currently undergoing beta testing. Program will officially be launched in mid-May.
- The Fall Stand Down is next week. Staff will share details.

Safety and Health Steering Committee Updates

Quarterly Meeting: Carlene and James

- Annual maintenance, servicing and replacement on the fire extinguishers will be done as soon as possible. If you have any concerns, please notify your supervisor, James or Carlene. Jiles Manning, Consultative Services Bureau and NCDOL Management are monitoring the situation.
- As you transition back to the office, please inspect your areas/offices for any safety and health issues. Quarterly walk-throughs of the common areas are being conducted by the ETTA Committee members quarterly.

- NCDOL hazard reporting tool introduction to the staff and implementation will be conducted in the 3rd quarter of 2022.
- Attended the virtual quarterly meeting on April 12, 2022.

Open Discussion – Staff Updates

Bureau Administration: Carol

- Received approval from Financial Services (FS) for Wanda to sign the quote from Biznet – our new online registration vendor and return to FS to attach to the requisition. We should have approved purchase order tomorrow – we can check with Crystal to see if she has received that notification.
- Working on signatures for dolb8s for travel and conferences – took sending numerous emails to VPPPA before they filled out the State of NC Substitute W-9 form that our accounting system needs for processing checks for registrations.
- Invoices coming in for physicals to code for payment and one banquet invoice has been paid and waiting to hear who attended Charlotte and Concord so I can complete dolb8s for both and submit for payment.
- registered staff through the BCSP for the virtual summit in May using our p-card for payment.

Recognition:

Michelle:

- Discussed meetings on SSTM training

Carlene:

- Completed Carolina Star certification visits, pre-site visits, presentations and Building Star follow-up visits.
- Conducted initial and recertification SSTM Training with LaMont in Raleigh
- Training – Completed several computer trainings.
- Attended and assisted at 1 Safety Award Banquet with Meredith.
- Scheduling FY2022 Star visits and attending 8 meetings including Grocery SEP Committee meeting, Star Team meetings and Carolina Star Board and Regional Team meetings.

Tim:

- Working on presentations.

Tyrone:

- Recently released as Star consultant.

Meredith:

- Preparing for Safety Awards Banquets.

Standards:

Joe:

- Joe is now a certified trainer in OSHA construction standards.

James:

- Discussed odor issue in ORB and potential solutions.
- Evacuation drill discussion, AED expired batteries.
- Construction SEP update.
- Jacobs Engineering partnership, Holly Springs Fujifilm facility.

Jacopo:

- Attended Long Term Care Committee meeting on 4/21/22. Discussed current inspection numbers and goals. Discussed ETS1 for healthcare being repealed in NC and new Memo.

Cory:

- Health Hazard SEP Committee met last week
 - Talked about numbers – on track to meet the numbers for this year.
 - Talked about the two MOU with NC DHHS about asbestos and lead. Grant will be talking to BC's about how to utilize the information being shared with us for inspection/investigation activity.
- NUCA Safety and Risk Management Committee will be meeting next month (May 17th).
 - With the Infrastructure Bill/focus coming from the Fed's expecting an increase in activity.
 - With the increase in activity, need to stay focused on job safety to prevent injury rates from increasing.
- Carolinas Heat-Health Coalition and NC Heat Illness Group continue to meet.
 - Will be keeping them up to date on the heat stress NEP.
 - Fed OSHA is also revising their guidance documents, so I am keeping the groups apprised of that activity.
 - CHHC is looking to us a WBGT temperature instead of relative humidity to identify hazardous conditions.
 - I am keeping an eye on this to see if this is something that can help us with identifying hazardous days.
- Hurricane season starts June 1st. Predicting slightly above average year for storms
 - 17-21 named storms
 - 7-9 becoming hurricanes
 - 3-5 becoming major hurricanes
 - Gulf of Mexico prediction is slightly lower (predicting average year for storms)
- Dad joke of the meeting: Why should you be suspicious of trees? Because they are always so shady.

Christy:

- Discussed process of receiving new vehicle for the Bureau.

Training: Jay, Joseph D., Celeste, Julie, Starsky, Andy, Todd

Andy:

- PSM September 26 thru October 7th
- Arbor fest Expo 2022 went great.
- Fall Stand-down is next week.
 - 3 live events with Labor One in Raleigh, Durham, and Oakboro.

- Ten webinars over 5 days.
- Celeste and Andy are going to the Biomass/Logging Expo.
- Electrical Safety Workshop went well.

Todd:

- Discussed inspections numbers from the Construction SEP meeting.

Celeste:

- Will be attending the Biomass/Logging Expo.

Starsky:

- Discussed labor 1 upgrades, and new car addition.
- Completing 125 class.

Julie:

- Eastern NC Safety conference coming up, will be presenting food manufacturing presentation.
- 2 Long Term Care workshops coming up June 22 and September 15.

Joseph:

- Doing Fall stand down and construction forum.

Jay:

- Training functions to be completed soon.
- Babbel foreign language courses available.
- Pro logger May 25, 26.

Closing – Adjourned (2:35pm)