

Education, Training and Technical Assistance Bureau Meeting Minutes – 10/25/21 (Scribe: Andy Sterlen)

In attendance: Wanda Lagoe, Andy Sterlen, Marcy Collyer, Hollis Yelverton, Kevin Beauregard, Nick Vincelli, Carol Wells, LaMont Smith, Morgan Brown, Meredith Watson, Tyrone Taylor, Tim Hogan, Michelle Evans, Joseph Davis, Joe Long, Jacopo Wiggins, Todd Waller, Cory Dunphy, James Washington, Celeste Hardy, Christy Reed, Crystal Stallings, Jay Cronley

Not in Attendance: Starsky Martin, Julie Martin, and Alta Guzman

Time: 1 pm – 2:30 pm

Kevin Beauregard – OSH:

- Awaiting OSHA announcement on ETS2 within next few weeks, could be as early as this week. NCDOL/OSH will review the text once it is received and decide on how to proceed.
 - 100 or more employees
 - Testing option
 - Other?
 - Numerous states have indicated they planned to file lawsuits, as soon as ETS2 is posted in the FR.
- Last week OSHA sent a letter to AZ, UT and SC a letter indicating they were initiating the process to revoke their State Plan program because they had not adopted and implemented ETS1.
- Confirmation hearing/vote set in Congress for 10/25.
- Jacob's awarded contract to oversee new \$2 billion, 2 million square foot Fuji Pharmaceutical project in Holly Springs. This will add 725 new jobs to Wake County in next 5 years. I am speaking at a Jacobs Safety symposium at McKimmon Center on 10/26 and 300 of their subs have been invited. Jacobs is interested in having this project be an OSH partnership site.
- Retirement party for Chuck Murdock is November 16th from 1:00 – 2:00, hybrid event (virtual and in-person in ORB).
- Budget
 - Federal Budget – CR 12/3. Senate Labor Appropriations vote 10/25, \$8.8 million State Plans
 - State Budget -?
- CSB hosting a Regional meeting in Asheville 11/1-11/2. Commissioner Dobson will address the group and I will attend.
- OSH and Legal Affairs met with a representative from State Archives to clarify compliance file retention requirements in OE and necessary documentation for purging or deleting files, per NCDOL and state retention policy. It was a good meeting and the draft NCDOL Digital Records policy will be modified based on the meeting.
- Quarterly meeting with OSHA scheduled for November 5th.
- FAME audit scheduled for December 6th - 10th.

Wanda Lagoe:

- Birthdays: Nov – Christy and Hollis; Dec – Alta and LaMont
- No new certifications but Starsky and Julie completed the 510 (Construction and Starsky also completed the 500).
- OSH Advisory – Marcy to speak on Captivate and our initiatives. Andy to do a demo of VEATS.
- Still waiting on bids for updating the One Stop Shop.
- If you plan to take time at Thanksgiving, Christmas, or New Years, please let your supervisor know so they can ensure bureau coverage.
- Toys for Tots will be starting up soon.
- ETTA Christmas Party and Cutthroat set for December 13. More information coming soon.
- The BCs have discussed changing the chair and co-chair roles on the SEPs to just one chair again since we have few takers. We also talked about setting a 2-year limit so employees feel they can get out of the chair role. Anne to submit changes to Scott and KB for approval.

Education, Training and Technical Assistance Bureau Meeting Minutes – 10/25/21 (Scribe: Andy Sterlen)

Nick Vincelli (Library):

- Per State Library, Evergreen (library's system) is being upgraded to 3.7.1. in mid-November (anticipating some downtime when library may need to revert to offline circulation).
- Ordering, receiving & cataloging various consensus standards.
- Cataloging problems with OSHSPA/Grassroots issues resolved (with assistance from State Library/GHL Cataloger)—they all now have the same call # and are consolidated on the same bibliographic record in the online catalog.

LaMont Smith (Recognition Program):

- I am extremely proud of the Recognition Program staff. During all of our challenges, the Star Program was able to exceed our FY 2021 SMP COVID-19 related adjusted goals with the exception one goal for which we reached 90% of that goal. However, we were still able to reach 97% and 89% of two of our non-adjusted goals. Additionally, on September 15-17, 2021 we conducted our 25th Annual Carolina Star Conference where we had a total of 305 people in attendance.
- Considering the challenges of being able to get access to OE, the Star Program Consultants were able to self-test, self-train and implement OE in October of 2021. Thus far we have submitted two reports for review and approval through OE.
- Finally, from a Safety Awards perspective, we are on track to complete 29 of 32 Safety Awards banquets. Attendance at these conferences has been good considering the COVID related circumstances and challenges we have and continue to encounter.

Hollis Yelverton (Standards Section):

- As with everything so far in this pandemic, standards is receiving a lot of questions, not all fall under OSH. We have a lot of people calling who are upset and have very strong feelings and everyone has done a great job of listening to them and offering our support where we can.
- NC adopted OSHA's interim enforcement response plan for COVID, effective last Friday. This covers enforcement procedures for workplaces that don't fall under the healthcare emergency temporary standard. Also, consistent with OSHA, we've archived the enforcement procedure memos that were issued at the beginning of the pandemic allowing compliance enforcement discretion related to respiratory protection standards and others that were originally affected by the shortages of respirators and other PPE.
- Several non-COVID enforcement procedures from OSHA currently under review.
- Christy, with Crystal's help, is working on restocking the pubs room for the training events

Marcy Collyer (Training Section):

- Welcome to Todd and Jay.
- Annual training alternative: Training on track to run from 8:00-2:30 November 2, 2021. Jay sent out reminder this morning.
- Internal and External calendars are up to date. Courses posted through December and January. There is a mix of in person and virtual events.
- We recently renewed Lamar alliance.
- I am working on reorganizing the pubs room and getting everything back in order, after 2021 renovations to Virtual EATS. I hope to be finished by end of November. Thanks to everyone who has helped so far.
- We have a big furniture surplus coming up. If you need a bookshelf or anything else, please touch base with me in the next week. We might have something you can use. Anything not being used will sent to surplus.
- We met most of our goals for FY21. Thanks to everyone who contributed to training and outreach.

Julie Martin (Not in Attendance):

- Wants to step down from Food Manufacturing SEP chair.
- Met goals for training, Fell 1 short of goal for number of students.

Education, Training and Technical Assistance Bureau Meeting Minutes – 10/25/21 (Scribe: Andy Sterlen)

Starsky Martin (Not in Attendance):

- Starsky is at the Charlotte Field Office this week facilitating the OCSS Courses.
- **Labor One:** No outstanding routine maintenance to perform currently. Labor One refresher training has been scheduled with the training staff for November 1st, December 3rd, and December 14th. This training includes classroom setup, operating electric awning, generator, and road test drive.
- **Motor Fleet:** Continue to work with and assist Christy Reed with our motor fleet.
- **Ergonomics Committee:** We have seen an increase in ergonomics evaluations informal and formal due to staff returning to work in the office from working at home. Common issues found are staff not knowing how to adjust equipment or lack of. Year to date we have completed 8 ergonomics evaluations. 3 informals and 5 formals. 1 ergonomics evaluation is pending with legal and management. No meetings are scheduled at this time. The ergonomics committee will meet when necessary and will continue to collaborate through email.
- **Grocery SEP Committee:** Annual goal has been met. Next meeting scheduled December 7th @ 1:30PM via Lifesize.
- Special thanks to Jay Cronley and Christy Reed in assistance to setup the webinar room as an alternate teaching environment for the trainers.

Carlen Harris:

- **Safety and Health Steering Committee Updates – Carlene and James Quarterly Meeting:**
 - Annual maintenance, servicing and replacement 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.
 - ETTA Unit policies were reviewed. There were no changes to the policies, and they can be found on the Intranet.
 - Attended the virtual quarterly meeting on October 12th. Next meeting is on January 11, 2022.
 - We will soon do maintenance on Fire extinguishers.
- **Staff updates - Carlene:**
 - Completed 1 Carolina Star certification visit, 1 Building Star recertification visit, 1 presite visit and 6 building star follow-up visits.
 - Attended and presented at the Carolina Star Board conference in September.
 - Assisted at 2 Safety Award Banquets and attended 1 virtual award ceremony.
 - Scheduling FY2022 Star visits and attending 5 meetings.

Carol Wells:

- More people are traveling, so remember these travel form tips.
 - Record departure and arrival times, reason for travel, track your mileage.
 - Hotel receipts must show a \$0 balance.
 - No meals for same day travel.
- We are waiting on some new items for the studio.

Morgan Brown:

- Did some re-certs, worked on conference, then more re-certs.

Michelle Evans:

- Conferences take a lot of time.
- 3 evaluations completed.
- She likes the new Adobe software.

**Education, Training and Technical Assistance
Bureau Meeting Minutes – 10/25/21 (Scribe: Andy Sterlen)**

- OE is fun (sarcasm implied).

Tim Hogan:

- Busy since summer.
- Just finished Bridgestone re-cert.
- 3rd Annual Building STAR is on November 16th (virtual).

Meredith Watson:

- Almost done with banquets (last one is November 19th).
- Some got cancelled due to people not wanting either in-person or virtual option.
- Mailing over 300 awards.

Tyrone Taylor:

- Has gone on off-site visits, learning a lot, keeping busy; like it better here than Minnesota.

James Washington:

- This instruction provides current information and guidance to the Occupational Safety and Health Administration (OSHA) National, Regional, and Area Offices concerning OSHA's policy and procedures for conducting excavation inspections, and for the enforcement of 29 CFR 1926, Subpart P – Excavations.
 - Mention of Small Unmanned Aerial Systems (SUAS) - AKA drones - This is consistent with NCDOL department wide policy on the use of Unmanned Aircraft Systems (UAS) – OPN 150.
 - Addition of Inspection Guidance and Citation Policy for specific provisions in 29 CFR 1926, Subpart P.
 - Addition of general inspection procedures.
 - Inclusion of 29 CFR 1926, Subpart P standard interpretations.
 - Insertion of hyperlinks to referenced OSHA documents.

Joe Long:

- Continue to aid with the routine day-to-day inquiries.
- Currently assisting the Logging/Arboriculture SEP Committee with reviewing and archiving OSHA's tree care and tree removal operations documents.
- Thanked Christy for putting in the time and resources decorating the fourth floor for Halloween.

Jacopo Wiggins:

- Long Term Care (LTC) SEP met all goals (compliance, consultation, ETTA) for FFY 21.
- Robin Ewart (compliance Asheville) is officially the new LTC SEP committee chair, Jacopo Wiggins (former chair) held a 2-hour meeting with Robin to review SEP chair requirements to include statistics, OE reports, and committee external resources.
- Courtney Phillips (compliance East) is now the alternate LTC SEP committee chair/co-chair.

Cory Dunphy:

- Health Hazards SEP meeting on Thursday 10/28.
- Carolinas Heat Health Coalition meeting on 11/18.
- State Heat Illness Group meeting unknown.
- NUCA Safety and Risk Management meeting on 11/9 in Concord. Paul Sullivan scheduled to attend.
- Wes Sells was the long-time head of the S&RM committee but has recently changed jobs, so he is no longer the head of the committee. Unsure of the new head.
- **Homeland Security**

Education, Training and Technical Assistance

Bureau Meeting Minutes – 10/25/21 (Scribe: Andy Sterlen)

- While hurricane season's peak in NC is passed, the official end of hurricane season is not until Nov 30. In the past 21 years there have been 2 November hurricanes in NC, with the latest one being IDA in 11/12/09 that dumped up to 14 inches of rain in Manteo.
- I'll be working on the annual reviews of the COOP and SEMP in the next couple of months. We will be looking at some major changes to the organization of these documents so there may be some major changes coming.
- In November I will be working on checking inventory and air tanks across the state for HS supplies
- Wanda mentioned that we will surplus the Homeland Security trailer that is currently in Charlotte. I will work with her to get it back to Raleigh for surplus.
- **Toys for Tots** will be starting up in the first week of November.
 - I will be setting the bins up in front of Carol's cube for anyone who wants to donate
 - We usually turn the toys in during the Commissioner's Christmas luncheon in early-mid December. So be prepared to have the toys turned in by early Dec.

Joseph Davis:

- **Amputations SEP Update:**
 - Compliance conducted 49 programmed inspection.
 - Issued 78 violations (serious and repeat).
 - 158 Amputations for FY 21.
 - Cases/inspections will be an ongoing aspect of SEP meeting.
- **Long Term Care Workshop:**
 - Conducted virtually 2 workshops as per goal.
- **Train the Trainer:**
 - Annual Train the Trainer conducted virtual from studio.

Todd Waller:

- Happy to be here. Learning a lot. Taught in a 30 hour.

Celeste Hardy:

- Logging SEP completed goal for visits with a total of 34 that is 4 over the goal.

Andy Sterlen:

- Continuing work on Virtual EATS studio. Adding new lighting and tablet feature for illustrations.
- Just hosted 30-hour GI at Alamance CC, 10 Hour virtual GI tomorrow, 10 Hour virtual Construction for November 8th, 30 Hour Construction scheduled for December 6th at Cape Fear CC.
- Logging SEP:
 - There is a new Arborist Memo, the old CPL is cancelled.
 - Expanding training with Celeste.
- Construction SEP:
 - Construction fatalities continue to occur, accounting for 33% of all fatalities in North Carolina. The fatality rate for construction is significantly higher than the overall fatality rate for all industries.
 - Twenty-five (25) counties are included in this SEP for FFY 2022. This includes multiple fatality counties (Carteret, Edgecombe, Forsyth, Guilford, Iredell, Mecklenburg, Robeson, and Wake), as well as HACs (Alamance, Brunswick, Buncombe, Cabarrus, Catawba, Chatham, Cumberland, Durham, Franklin, Gaston, Harnett, Jackson, Johnston, Lincoln, Moore, New Hanover, Onslow, Rowan, and Union).
 - The Big 4 continue to be the big four in Construction.
 - 90 falls = 43% (related conditions: scaffold, roof work, ladders, aerial lifts, scissor lifts, forklifts with platforms).
 - 62 struck-by = 30% (related conditions: motor vehicles, cranes, forklifts, off-road vehicles)

Education, Training and Technical Assistance

Bureau Meeting Minutes – 10/25/21 (Scribe: Andy Sterlen)

- 12 caught-in/between = 6% (related conditions: excavations, cranes – mobile and tower, heavy equipment).
- 19 electrocutions = 9% (related conditions: overhead power lines, evidence of underground power lines).

Jay Cronley:

- I'm Jay, came from REDB.
- Doing course postings and other stuff.

Christie Reed:

- Happy Halloween!