

District VIII Meeting
June 2, 2022 @ 1:30pm

Attendance: John Jaskolka, Jim Zepede, Horace Dozier, Tyler Smith

1. Tyler's Presentation
 - Control of Hazardous Energy (Lockout/Tagout)
2. OPN 96F – Focused Inspections in Construction & OPN 123X – Special Emphasis Program for Construction Activities (including FOM XII) - Training
 - Overview / purpose
 - Inspection Process/procedures
 - Inspection Prep
 - Permission
 - Program Evaluation for focused
 - Coding
 - Open Discussion
3. Accidents
 - Memo – “No Inspection” Fatality Case File Review
 - Reviewed in detail
 - Memo – Entering and Processing Fatalities, Catastrophes and Accidents in OSHA Express (OE)
 - Reviewed in detail
 - Next of Kin (NOK) requirements (FOM VIII)
 - Discussed requirements
4. SEP Committee updates
 - Around the room, sharing updates from committee members.

Opened meeting up for any additional Questions: None asked

Meeting adjourned around 3:15pm

District VIII Meeting
November 5, 2021 @ 9:30am

Attendance: John Jaskolka, Greg Williams, Jim Zepede, Horace Dozier, Kevin Higham, Clifton Brown, Tyler Smith

1. Vacation/sick leave requests
 - Vacation requests must be submitted in a timely fashion at least one week prior
 - Holiday Leave
2. Schedules
 - Each week everyone needs to send out a basic schedule plan for the week to everyone in the district.
 - Prior to leaving/traveling to an inspection site, you must send me an e-mail letting me know where you are heading.
 - Returning from an inspection site, you must send me an e-mail letting me know when you returned from the inspection site.
3. File Reviews
 - Upon receive a review of your file you need to express in OE notes that all comments and/or questions were addressed.
 - For comments and/or questions that were not addressed, you need to express in OE a brief explanation as to why.
 - Tech Write
 - Hazard description (refer to OSHA 1B/2B - slide Section A – Hazard Description)
4. Back to the basics (Inspections 101)
 - Walk-around
 - Scope/purpose (partial vs comprehensive)
 - OPNs
 - CPLs
 - Equipment/tool evaluations
 - Make/model/serial # etc.
 - RPM/amps/volt etc.
 - Photographs / videos
 - Measurements, includes sampling
 - Procedure evaluation
 - Potential Violations
 - Exposure
 - Hazardous condition
 - Knowledge
 - Interviews
 - Employees
 - Management
 - Document review
 - Written vs verbal
5. SEP Committee updates
 - Around the room, sharing updates from committee members.

Opened meeting up for any additional Questions:

Ended at 10:28am