Summary Report from Secretary's Safety Subcommittee

TO: Division/Office/Program Directors	Month/Year: April 2013
This summary report is provided to you as part of the NCDENR safety program. Its content is to be shared with all employees at your regularly scheduled safety committee meeting.	
Meeting Date: April 9, 2013	**ATTENDANCE: Members present are noted with a (P):** Brad Ives, Asst. Sec. for Natural Resources(P) ; Allison Tart, DPS(P); Anne Lasley, DHR(P) ; Doug Lewis, BPA(P); Steve Kaasa, Safety Director(P); Lacy Presnell, General Counsel(P); Dena Pittman(P); Christiane Deaton, AQM(P via web); Perry Sugg, EEP(P); Vince Russell, DMF(P); Patrick Noel, MNS(P)

Summary of Meeting

Item	Activity or Issue	Status
Old Business	Safety Positions within DENR	The Zoo safety position is still unfilled as of this meeting.
New Business	Severe Weather Awareness Week	The Safety Director informed the committee the annual Severe Weather Awareness Week for state government was held. During this week, severe weather evacuation plans are reviewed at each location where state employees work.
	Global Harmonization System Update Training	The Safety Director informed the committee that training in the Global Harmonization System for Classification of Hazardous Chemicals is moving forward. Several divisions within the Department have or are getting ready to provide update training to their employees. This training is an update for the federal OSHA Hazard Communication standard. The NC Division of Occupational Safety and Health is also providing training for employers and employees statewide.
	Distracted Driving Month	The Safety Director indicated that the National Safety Council has identified that April is Distracted Driving Month. More information can be found at this link
	Exiting Member	Perry Sugg, Ecosystem Enhancement Program representative is leaving the Committee. A replacement will be sought.
	Items brought up by committee members in meeting:	
	Develop Safety Mission Statement	The Committee Chair asked the Safety Director to enlist the aid of the safety professionals in the department to develop a draft Safety Mission Statement, to be presented during the next Secretary's Safety Subcommittee meeting.
	Revising the Division Director's Safety Committee Summary Form	The Committee Chair tasked the Safety Director to revise the current Division Director's Safety Committee Summary form to better reflect what is happening in the individual divisions, with an example to be provided during this committee's next meeting.

NOTE: Division management ensure that all employees are made aware of the information through regularly scheduled safety meetings.
SSS retain this report for five years.

Item	Reports Submitted/Reviewed	Status
Director's Safety Committee reports	**Air Quality** Link to DAQ report reviewed	Report reviewed by Committee members. Comments made: • The Committee Chair asked that when acronyms are included in reports, that initially the acronym is spelled out so all committee members will know what is meant by the acronym.
	Energy, Minerals, & Land Resources Link to DEMLR report reviewed	Report reviewed by Committee members. No issues or questions regarding items contained within.
	Marine Fisheries Link to Nov/Dec 2012 report reviewed Link to Jan/Feb 2013 report reviewed	Report reviewed by Committee members. Comments made: • Request is made by the Chair and General Counsel that items be prioritized on Summary form, starting with current injury reports. • Two injuries prompted questions which have been resolved. Employee injured while on wet boat ramp, proper foot wear has been provided. Second injury was foreign body in eye, employee was wearing appropriate safety glasses and distance from operation was maintained.
	Water Quality Link to DWQ report reviewed	Report reviewed by Committee members. Comments made: • Injury to employee wading in creek resulted in question of footwear, which was a pair of waders.
	Ecosystem Enhancement Program Link to EEP report reviewed	Report reviewed by Committee members. No issues or questions regarding items contained within.
	Mooresville Regional Office Safety Audit Link to MRO report reviewed	Report reviewed by Committee members. Comments made: • This report should be funneled through the Division Director's Safety Committee for review
	Zoo Link to Zoo report reviewed	Report reviewed by Committee members. Comments made: • New injuries should be reported first, then report on older injuries. • Request of Chair for Safety Director to assist Zoo with determining status of Office of State Fire Marshall report recommendations

Chairperson Signature	*Brad Ives*

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