



Meeting Minutes

Facilities Directorate Zero Accident Council
June 7, 2012

Opening Remarks – Jennifer Ridgeway

- It's summer time and were in a fast mode to get IGPP and Non Cap Projects complete
- Reminder Not to Rush Work
- Breathe, Think and do Work Safely
- BSO #1 Risk is Safety on Construction Projects

Items of Interest

Review of Purpose and Expectations

- Bring safety suggestions, complaints or concerns from your workgroup directly to Senior Management
- Communicate status or resolution of concerns back to your workgroup
- Present the DZAC training subjects to your workgroup
- Sign-in sheets are returned to Lisa, Janice, Gene

Safety Spot Awards Issued In May:

- Maria Guerra - Safety Culture
- John Parker - Safety Suggestion
- Dave Cota - Safety Culture
- Rich Doty - Preventative Action

Facilities Incident Notification Process

- Process is working! Good job, keep it going.

Cost of Compliance

- Reminder to charge to the proper Project ID for Safety Meetings and Safety Training.

Expectation: Zero Injuries

- 10 recordable injuries for this fiscal year. Not a good trend.
- Custodians are leading with the most recordable injuries, Laborers and Carpenters and Custodians with First Aids. Back and Neck are the most injured.
- Strains and Sprains for the last two years continue to lead the types of injuries with a downward trend so far this year.

Summer Safety - See Handout

Safety Issue Discussion:

- Signage – Forklifts in Operation
- Cages in Vans or Racks to Organize Supplies/Tools
- How to reduce Custodian injuries

Forwarding DZAC Information

- Reminder to turn in your review sheets before our next meeting on Thursday, **July 5, 2012**.

Reminder to Everyone

- You have the right to work in a safe environment
- You have the right to tell anyone at any level that they are not working in a safe manner
- You have the right to stop a job if it's not being done safely

