



## Meeting Minutes

Facilities Directorate Zero Accident Council  
November 1, 2012

### Opening Remarks –

- Remember ISM when doing your work. If a change occurs consult supervisor or lead. (Define work/analyze hazards/develop controls/perform work/obtain feedback & improve)

### 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
- Your responsibility to arrange for replacement if unable to attend meeting

#### Safety Spot Awards Issued In October

- Donald Mayorga - Identified potential electrical hazard
- Anthony DeLa Torre - Researched magnetic pickup devise
- Richard Doty - Directed traffic around fire truck

#### Expectation: Zero Injuries

- 1 **recordable** injury for the fiscal year.

#### Training: Reporting Injuries (See Handout)

Why is there a delay in reporting some injuries and why are some injuries not being reported - ever?

- Feeling of Interrogation
- Don't Want To Let Team Down
- Process Takes Too Long
- Uncomfortable Talking To Supervisor/Work Lead
- Believes The Injury is Minor and Will "Get Better"

#### Safety Issue Discussion:

##### Issues last month

- Strawberry Gate up-hill mirror is to low needs to be adjusted
- Stop Sign by B26 uphill traffic doesn't have to stop. A sign should be placed under stop sign to read that uphill traffic doesn't stop.

## Safety Issue Discussion: (continued)

### Issues last month

- Blackberry Gate fencing near Badge Office doesn't allow for downhill traffic to see uphill traffic when turning left. There is no visibility.
- B67 and B31 parking area cars are parking too close together. This is making it difficult to get in and out of your car without hitting the car next to them.
- Concern that while driving 15 ton truck, striking low hanging branch could cause damage to other vehicles or knocked off
- People still pass the forklift while driving
- People forced to use street when walking down B26 parking area. Suggest moving fence back a few feet
- People should walk in single file on narrow walkways and not in the street

### Answers

- Project team measured the turn and from the stop line, the turn is feasible (even by fire trucks). Drivers just have to stop AT or BEHIND the line, which I know is easier said than done.
- Separately, someone else mentioned that there is the Orange "Construction Work Ahead" sign obstructing the view up and to the right, which forces drivers to inch out over the line thus creating the difficult turn.
- Ideas for solution: Flier cars in that lot to let them know the benefits of stopping at or behind the line. Relocate construction work ahead sign so it is out of the line of sight, and brief laborers of the stop at or behind line to ease turn.
- Between changing seasons and increased construction, the site lighting has been changed, specifically on McMillan on the way up towards 76. Is there a way to increase lighting on this road, either add temporary spot lighting during construction or permanent enhancements?

### New Issues

- Fire line water leaking up by 75 trailers
- Blind spot behind Guest House where Guest House sign is located
- People going through caution areas and barricades
- Stairs by new stop sign area is dark
- Lawrence Road by cafeteria near B2 install mirror coming down
- Squeegee's for GEM windows
- Often trash on the grounds around B84 and 74 dumpsters

### Forwarding DZAC Information

- Reminder to turn in your review sheets before our next meeting on Thursday, **December 6, 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



