



## Meeting Minutes

### Facilities Directorate Zero Accident Council January 10, 2013

#### Opening Remarks – Ken Fletcher

- McMillan Slide
  - Slide measures 75 – 100 feet across and 200 feet down
  - The following has been done:
    - Installed Interlocking K-Rails
    - Drainage Swell Ditch
    - D-Watering Well and Pump
    - Barricades
    - Alternate Traffic Routes
    - Relocate Staff in B46 (approximately 200 people)
      - Phase 1 - High Risk (46 people)
      - Phase 2
    - Communication Plan with Divisions (IT, Engineering, Public Affairs, EETD)
    - Accident and Recovery Plan
    - Characterization Unstable Zone
    - Drilling samples (60 feet)
    - 2 weeks to Core
    - 2 weeks for Analysis
    - Options/Recommendations
    - Website – TABL – with updates
    - 10 – 15 Thousand Cubic Yards could move
- Alternate Construction Truck Route – Matt Vail
  - Construction truck route will be 15 mph (some of it is already)
  - Drive safely and keep to the speed limit. UC PD will be monitoring hill.
  - See Alternate Construction Truck Route Map

#### 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 – 10 minutes
- 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 December

- Jose Soriano – Identified and reported potential beginning of landslide

Expectation: Zero Injuries

- 3 recordable injuries for the fiscal year.

Training: Hazardous Communication Changes (See Handout)

Safety Issue Discussion:

Issues last month

- Plumbing shop door opens on to traffic. Install bollards.
- B6 Pedestrian traffic when opening door
- Landslide B17 fall gear

New Issues

- Light out at rear of B76 by Paint Shop around the corner
- Light needed at the Grizzly Gate

Forwarding DZAC Information

- Reminder to turn in your review sheets before our next meeting on Thursday, **February 7, 2013.**

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

## Safety Meeting Attendance Form

<b>Date:</b>	<b>Location:</b>
<b>Trainer:</b>	<b>Subject:</b>

### Safety Meeting Description

**Instructions:** Include a detailed description of the topics presented. This may include an outline, copies of power points and/or materials distributed. Continue on separate sheet if necessary. List relevant questions asked by attendees or any additional discussion.

Print Name	Signature	Employee ID

**This form is used to document safety meetings, training and attendance. Once completed, forward to Facilities Safety.**

