



Meeting Minutes

Facilities Directorate Zero Accident Council February 7, 2013

Opening Remarks –

- Issues Management Program
 - Associated with Contract Assurance
 - Tracks Safety Items Mostly
 - Corrective Actions
 - Violations
 - Reporting Process (CATS/ORPS)

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

Zero Injury Goal (See handout)

Training: Video: Being Human: What Happens Before Mistakes?

- We learn, grow and take care of each other that is part of being human
- Part of being human is making mistakes
- We all make mistakes
- The average person makes five mistakes an hour and may not even be aware of it
- Solution is to look at the mistake, identify it, correct it and prevent it from happening again
- What was going on before the mistake?
- Lack of focus
- Focus
- Brain can only focus on one thing at a time
- Brain switches very fast from one thing to the next

- Brains are not made to multitask
- Your brain is made to focus on either doing this or that
- Talking on the phone and checking your emails, you can't give your full attention
- Trying to focus on several things at once for long periods of time causes stress, which causes a lack of focus, which causes mistakes
- When you have work, budget, deadlines dealing with them all can cause stress
- Dealing with small amounts of stress is good to help us be more alert and more creative
- Take care of each other
- Checking in on one another
- How can we help?
- One on one conversations
- People reaching people
- Making Safety Personal
- Looking after each other

Safety Issue Discussion:

Issues last month

- Light out at rear of B76 by Paint Shop around the corner – Work order issued
- Light needed at the Grizzly Gate – Light is working

New Issues

- Strawberry Creek Bridge PCP pipe leaking water
- Speed signs have been changed to 15 mph

Forwarding DZAC Information

- Reminder to turn in your review sheets before our next meeting on Thursday, **March 14, 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

