

IRVINE SAFETY LEADERSHIP TEAM MEETING

AGENDA FOR JULY 02, 2015


Call In: # 860.970.0010

Passcode: 119-382-531#

START	END	NEXT MEETING	LOCATION
1:30 PM	2:00 PM	08-07-15 SLT MTG	Conference Call

Participants	Non-Participants
Jose Reyes (<i>chaired</i>) James Fabry Stacey Grau Leo Reyes Robert Thacker Marissa Lidyoff	Adrian Gutierrez Tim Lynch Lee Scott Mark Harding Carlos DeMelo Jim Bingham

GENERAL DISCUSSION ~ 07.02.15

Discussion Topics	
Revamp Irvine Region SLT	06/
Whistle Blower	<p>Team: Brian M., Bryan F. & Terry B.</p> <ul style="list-style-type: none"> The 800 # is Live and Running and as of today 1 call on the Whistleblower Hotline. <i>There is a Bi-Weekly report log given to Martin and Autumn for feedback on what's being reported.</i>
Monthly Safety Reminders 	<p>Team: Carlos DeMelo, Tim Lynch, Adrian Gutierrez</p> <ul style="list-style-type: none"> 07/2015-AED "Saving a life is as easy as AED"-Draft to be completed by next SLT meeting 08/2015 The goal is to have 12 posters / training for the year in the Tool Box for Jobsites Campaign Awareness to pull as needed. Sizes of posters are 11x17 that Jobsite can print and post at Sunscreen stations or discuss during morning meetings. <i>Topic Examples: 1st Aid/CPR, Fall Protection, PPE etc...</i> CALL 811 DIG ALERT: Remember; always call 48 hours before you start any digging project! You'll avoid injury, expense, embarrassment - and a very inconvenient day in the dark <i>Please get with Brian Miller on examples used in other regions. These are due at the beginning of each month.</i>
Track Training & Transfer Records	<p>Team: Marissa Lidyoff & Vasheta A. Adrian Gutierrez, Leo Reyes, Tim Lynch</p> <ul style="list-style-type: none"> Scaffolding (UCLA and/or safety dinner?) Leo Reyes CPR, OSHA 10 and 30 Trainings compliance list to be provided each month Confined Space Training held 6/29/15 at Gilead La Verne – 23 attendees Utilize all Unions for craft trainings, Per Tim Lynch, they've agreed to support our efforts for 1 or 2 management personnel to join their existing trainings and won't charge us LIUNA: Contact: Greg Phelps greg@laborerstrainingschool.com (626) 610-1700 List of available classes: http://www.laborerstrainingschool.com/curriculum.html Include attendees name and UBC# on company letterhead to request comp training SWRCC: Call training center with # of guys and training needed (562) 463-3433

<p>1st Aid/CPR AED Training</p>	<p style="text-align: center;">CPR Training Per Region None scheduled at this time. Last training was 06/19/2015</p>
<p>Injury Trends</p>	<p><i>R & S Injuries Since the beginning of the year:</i></p> <ul style="list-style-type: none"> • 1) Watt Plaza (Arc Flash) 2) 21st Amendment (Knee) 3) SVS (Lower Back) • 4) 21st Amendment (Neck & Shoulder discomfort) 5) BMR (Right Shoulder) • 6) Scaffold incident at AOC SDCC <p style="text-align: center;">Updates to follow</p> <ul style="list-style-type: none"> • Bryan Fink asked if everyone thought it would be a good idea to start an END OF THE DAY CHECK where everyone would check in before going home to make sure they are feeling well (cuts, back check etc..) especially on Fridays. All agreed it would be a good idea. Suggestion: Use Daily Activity Report to track the only problem this document would not hold in court if needed.
<p>Other</p>	<ul style="list-style-type: none"> • Vehicle Use policy (Driving Etiquette): There should be training of all new employees with company cars. Brian Miller will check to see what is happening re: Blue Cards and Orientation. Vasheta will order blue cards from yard (done and Brian Miller has them) <p style="text-align: center;">Preventing Hearing Loss Ideas from SLT Team</p> <p>*Ear Plugs * Hearing board (similar to glue board) * 3M Noise Protection device *Cut outside *Sound booths *Bryan Fink suggested what Walnut Creek is doing (make a list of told and once per month someone surveys the noise levels and track it). Seagate is starting to wear noise meters.</p>
<p>Upcoming Safety Dinner</p>	<ul style="list-style-type: none"> • 07/21 • Toolbox Topics – Excavation & Trenching • Safety Quiz – Pressure Pipe Testing
<p>SLT Vacations</p>	<ul style="list-style-type: none"> • Tim Lynch 07/22 – 08/09 • Marissa Lidyoff 07/10 • Stacy 07/03-07/20
	<p style="text-align: center;">Leadership Team Mission Statement:</p> <p>The elimination of injuries and the creation of a safe work environment for our employees and our subcontractors is a core value at Rudolph and Sletten!</p> <p>The Safety Leadership Team’s (SLT) mission is to motivate, advocate, educate, initiate, communicate, monitor and maintain programs, practices and policies to ensure safe work practices that will prevent all injuries in the office, on the road, and on the jobsite. The SLT is a cross departmental group whose role is to train and encourage every R & S employee to ensure they understand the risks associated with the work they do and have the necessary tools, training and education to perform each task safely. The SLT will lead the company’s efforts to create and maintain a culture wherein every employee is encouraged to have a passion for Safety.</p> <p>The SLT will develop and implement methods to identify leading indicators and root causes of injuries, proactively identify hazards common to our industry (and more specifically to our employees), so that Rudolph and Sletten can take a proactive approach to eliminate injuries and incidents before they occurs. The SLT will provide timely communication to our employees of any improvements to our existing safety program, codes and standards so that every employee has the necessary tools to be safe.</p> <p>Through education and training we will ensure that Safety continues to be an essential component of Rudolph and Sletten’s Corporate Culture to keep us the <i>Safest and the Best</i>.</p>

These minutes were prepared by Marissa Lidyoff of Rudolph and Sletten. These notes reflect the understanding of the author from the discussions at the meeting. If there are any errors or omissions within these minutes, please notify the author within 3 days of receipt otherwise, these minutes shall become a binding and historical document.

END OF MINUTES