

**City of Saint Paul**  
**Labor/Management Safety Committee Minutes**  
**December 1, 2010**

Location: Public Works Dale Street Garage, Training Room.

Present: John Peter Ross, Brian Beedle, Mark Cahil, Derek Hollanitsch, John F. Blackstone, Glen Kadrlík, Bill Gunther, Thomas McDonough, Mary Jo Kiewel, Pat Gerlach, Ron Hauth, Lynn Waldorf, Jean Karpe, Tom Bosman, David Schuler, Lorrie Brown

Minutes Taken by: Lorrie Brown

1. November minutes were reviewed and changes made. Minutes were approved with changes.
2. Sub-committee minutes were reviewed. Public Works safety teams meet monthly.
  - a. Issue was raised about whether procedure could be identified City-wide to prevent employees from working snow emergencies who had work restrictions.
  - b. After discussion with various management representatives and review of contract language, it has been determined that while a city-wide policy would be effective, a policy would have to be very restrictive in language inclusive to what would be necessary to do the jobs involved ONLY in the snow emergency tasks, and numerous discussions would need to be held with the various unions involved who represent the various City employees who are pulled in during snow emergency work. Putting together a policy during this winter season is not feasible for the above reasons.
3. The Dale Street location is not available for June, July and September 2011 so the LMSC chose to hold meetings at other locations during those months. In June, we will meet at the Parks Central Service Office on Hamline; in July at Phalen golf course; and in September at the new Fire Headquarters building at 7<sup>th</sup> and Randolph. These are NOT tours – we will be holding our normal meetings – just at a different location.
4. The 2011 quarterly off site tour / meeting locations were then discussed. Although downtown was suggested after discussing logistics and parking, it was decided that it was not practical to tour the downtown offices. The first quarter off site meeting will be at the Rondo Library on March 2<sup>nd</sup>, 2011. Pat Gerlach will work out the logistics and relay the details.
5. Labor still needs to elect a new Co-chair but they have decided to hold off until the January 5<sup>th</sup>, 2011 meeting. Glen will be staying on the committee, but just not in the co-chair role.
6. Parks and Recreation will take over creating the Citywide safety messages. Suggested resources were: KellerOnline, MN Safety Council, National Safety Council, and other websites. Human Resources will still send out the City wide emails. Safety messages will be sent out a maximum of three per month.
7. The committee discussed the proposed 2011 objectives for the LMSC. The list was narrowed down to what is doable in 2011.
8. No discussion took place regarding the AWAIR template.

9. Some discussion took place regarding the OSHA 10-hour training sessions for LMSC members, city supervisors and managers. It was decided that given the unknown budget situation, that the LMSC really can not impose a training requirement on departments, especially when the LMSC itself has no budget, and no revenue stream. OSHA is NOT required training for LMSC members, and OSHA 10 training is NOT required training for most, if not all of all employees. It is not reasonable to require training of all supervisors and managers, especially during a year (2011) when we will certainly see budget cuts.
  
10. It was determined that the LMSC would like to update the Department and Office Directors (DOD's) twice a year. While Tom Bosman did volunteer to provide the updates, it would be more appropriate for the updates to be provided by the LMSC co-chairs twice a year. Jean Karpe will be our liaison to set up meetings.