

**MINUTES OF THE
LABOR MANAGEMENT SAFETY COMMITTEE MEETING
WEDNESDAY, June 1, 2011
8:30-10:30am – Phalen Golf Course**

Present: Mark Cahill, Tom Bosman, Martha Tolefree, Derek Hollanitsch, John Blackstone, John Wuorinen (for Trish Englund), Lorrie Brown, Glen Kadrik, Lynn Waldorf, Tom McDonough, Jamie McNamara, and Pat Gerlach

Minutes taken by Tom Bosman

- 1) The meeting was called to order at 8:48 am by Mark Cahill.
- 2) The committee reviewed and approved the minutes of May 4, 2011 LMSC meeting without changes.
- 3) The Department committee minutes were reviewed. Mark made note of the Standard Operating Procedures Manual project in Public Works Street Maintenance. This manual will include standard procedures setting up safe work zones for typical road work situations.

It was also noted that several Department committee minutes were not submitted for review.

- 4) Special thanks were given to Trish Englund for updating the safety checklist.
- 5) Committee members were given the opportunity to present questions concerning the AWAIR program requirements. No one had any questions or comments on this subject.
- 6) New Business
 - a. Derek Hollanitsch commented that temporary summer employees in Parks were receiving training that included the safe operation of lawn mowing equipment and weed whips.
 - b. Tom McDonough provided an update on the Fire Department's experience with the MN OSHA Consultation Unit. The MN OSHA Consultation conducted an onsite inspection of an SPFD facility and discovered several OSHA safety compliance issues. Under the terms of the MN OSHA Compliance Unit process, the SPFD must address these issues by June 30.

The SPFD shared the results of the MN OSHA Consultation Unit visit with its employees and this apparently prompted one employee to file a complaint with MN OSHA concerning exposure to an Oakite brand floor cleaner. This employee complaint resulted in a visit from a MN OSHA Compliance investigator who conducted a compliance inspection of the facility. The OSHA Compliance Unit investigation resulted in several OSHA citations totaling nearly \$10K in fines.

T. McDonough explained that the MN OSHA Consultation Unit and the MN OSHA Compliance Unit operate independently and are normally not aware of each others site visits. However, some of the Compliance Unit citations are similar to items previously

identified in the MN OSHA Consultation Unit report and that require completion by June 30. The SPFD plans to contest these similar citations.

- c. Tom Bosman provided an update on the OSHA investigation concerning the two Street Maintenance employees who were severely injured when they were struck by a motorist. The MN OSHA investigator estimated that her report would not be available until mid-June because of internal reviews.

7) The meeting was adjourned at 9:25 am