

**APPROVED MINUTES  
NYSDEC JOINT STATEWIDE HEALTH & SAFETY  
COMMITTEE MEETING  
(PEF, CSEA, C-82, NYSCOPBA, and DEC MANAGEMENT)  
SEPTEMBER 5, 2002**

**ATTENDEES:**

James Kersten	(Co-Chair) PEF/EnCon
Joseph Lattanzio	(Co-Chair) Director of Employee Relations - Albany
Larry Enoch	Health & Safety Office - Albany
Mark Cadrette	Health & Safety Office - Albany
Mark Malinoski	Division of Operations - Albany
Everett Chamberlain	Division of Operations - Albany
Wayne Bayer	PEF - Albany
Joseph McDonald	PEF - Albany
Holly Clark	PEF - Albany
Jonathan Rosen	PEF Headquarters
Laverne French	CSEA - Albany
Karen Glesmann	C-82 - Region 4
Marie Furlong	Office of Employee Relations - Albany

Minutes

Approval of H&S Minutes/Joint Process

The minutes of the May 30, 2002 Committee meeting were distributed to all employees via an e-mail message on August 19, 2002.

Committee Membership

J. Lattanzio reported that on August 19, 2002 Council 82 (C-82) replaced NYSCOPBA as the bargaining union for DEC Security Services employees. This new unit has been named the Agency Law Enforcement Services (ALES) Unit. Lifeguards and park rangers will remain with NYSCOPBA. Karen Glesmann has been designated as C-82's representative on this Committee. The ALES unit is comprised of all DEC ECOs, ECIs, and Rangers up through and including the rank of Lieutenant. Another C-82 member may be added to the Committee to represent the DEC Captains. ALES will be included in the signoffs for these meeting minutes.

Distribution of H&S Minutes

Mutually agreed to drop this issue from the agenda.

Regional Distribution of H&S Minutes

CSEA still working on identifying employees who do not have ready access to GW; e.g., Indian Lake and Northville. CSEA to provide this information by Region to J. Lattanzio. Once locations are identified, Management will direct Regional Directors to ensure these locations receive appropriate distribution.

Reports/Recommendations

Fleet Management

PEF continues to feel record keeping and vehicle repair remain issues. Management and PEF agree that computerization of day to day vehicle maintenance is the common goal. A new maintenance management program for tracking work orders and repair transactions will be implemented this fiscal year. TMA is the commercial vendor selected for this contract.

In response to PEF's request for information regarding the 1995 Ford Taurus recall, E. Chamberlain reported that DEC contacted Ford to determine which of our vehicles, if any, did not respond to the recall. A total of eight (8) vehicles were identified and the appropriate Region/Program has been identified. Fleet has now centralized the management of all vehicle recalls.

Regional Fleet Managers

PEF remains in favor of this concept of one Regional Manager in each region which they believe will improve the safety standards of our vehicles and downsize the fleet. CSEA disagreed with PEF reporting that the maintenance centers are too widely scattered throughout the region for one person to supervise effectively. CSEA feels lately some improvement has been shown in regional visits by the maintenance supervisors. It was mutually agreed that a database will assist in maintenance efficiency and in coordinating the other shop issues. E. Chamberlain told the Committee it is the maintenance supervisor's job to stay in communication with the various shops through phone calls and e-mail when they cannot be on-site. Any specific cases where a supervisor is not doing their job should be reported to E. Chamberlain.

### Local Committee Formation

Region 2: The PEF Co-Chair cited a lack of activity in this region and requested that J. Lattanzio contact the new Acting Regional Director for his assistance in making health and safety a priority. Although there has been a transition in the region and the person who was spearheading the local committee has been reassigned, J. Lattanzio reported that it is his understanding they have been meeting on a regular basis. J. Lattanzio to follow up to confirm that someone has been appointed to head up this committee.

Region 0 (Central Office): PEF reported internal conflicts amongst the members. They feel the Management representatives do not have authority to act. Content of the meeting minutes is also an issue. PEF would like the committee to become more proactive. Management acknowledges the committee has had some problems, but feels the issues are resolvable. J. Lattanzio will personally attend the next meeting. J. Lattanzio to contact CSEA regarding providing representation on the committee.

### News & Views (DEC e-News), Etc.

Information on Lyme Disease and the World Trade Center has been posted on the H&S website. Management would like the committee to consider ideas for articles we can publish in the e-News on a quarterly basis.

## **OLD BUSINESS**

### Standard Operating Procedures (SOPs)

J. Edouard following up with the Division of Water on the assignment of an employee to coordinate the completion of their SOP project. Management to provide update in the minutes. PEF suggests Class B Biosolids and Botulism are issues the Division of Water should address in their SOPs.

### Supervisors' Health & Safety Training

The package has been approved by Executive and is being finalized. The contractor selected will write the curriculum. J. Rosen suggested a needs assessment component be included. J. Edouard to provide the unions with the outline for the training and copy of the RFP for review before it is sent.

### Defensive Driving Training

J. Lattanzio reported to the Committee that it is Management's expectation that we will offer Defensive Driving Training sessions in the late Fall/early Winter. PEF thanked Management for supporting this program and providing class time during the work hours.

### Department Health & Safety Budget Initiative/Staffing

Nothing new to report. PEF reiterated its desire for a survey of regional health and safety needs. Management will consider this request. PEF to investigate whether PEF Headquarters can offer assistance (e.g. grants) for DEC health and safety project funding.

### Storage of Evidence (Statewide)

Agreed to drop this issue.

#### Accident Reporting Forms (RE: SOPs)/OSHA Record-Keeping Rules (Update 300, 301/Injury & Illness)

The Department of Labor (DOL) withdrew this new rule which was published in the State Register on April 21, 2002. PEF has filed a lawsuit citing violation of the State Administrative Procedures Act by the Department of Labor for not making the rulemaking change public for comment prior to publication. The new rule called for an employee participation signoff on the Accident Reporting Forms. When the rule is rescinded, the Accident Reporting Form will have a check box rather than signoff, which will eliminate the controversy. In the interim, Management will await appropriate direction from DOL or GOER.

#### World Trade Center Clean-Up

Approximately 3,000 of the 8,000 individuals identified as having potential WTC exposure risk have agreed to participate in the State-sponsored medical monitoring program. CSEA identified off-site repair mechanics who were involved in working on vehicles from the WTC site. DEC passed this info on to the Governor's Office of Employee Relations (GOER). Exams are currently ongoing. J. Edouard to follow up with GOER on summary information and whether psychological referrals were being made.

#### Evacuation Procedures/Emergency Preparedness Plan

Region 1, 5 and 7 are making revisions; all other have been reviewed and approved. PEF requests that the Safety Tenant Organizations be formally trained. (J. Rosen offered that the Office of Fire Prevention & Control can provide this type of training.)

#### Automated External Defibrillators (AED)

Regions 3 and 8 are in the process of purchasing AEDs. Management will follow up with the regions. It is Management's understanding that C-82 and Operations may be able to provide funding assistance for regional AEDs. Dr. Ciulla at the Employee Health Service (EHS) must sign off on all AED purchases, and the Red Cross provides the training. PEF reported that EHS has received a grant for an AED/CPR Train the Trainer class to provide AED/CPR training to the EHS nurses. PEF thanks Management for their support.

#### Right to Know Training

PEF does not believe the amount of training being provided meets Department needs. Management reported that all regions (except for R-1) have had on-site training this year. If the regions/programs feel the amount of training is insufficient, they should report this to the Health & Safety Unit. To date, Management has not received any such feedback. PEF to contact J. Edouard to investigate whether PEF can assist the Department in offering this training (content, quality, administration of the program) through a Workforce Initiative Grant or through a Train the Trainer.

#### Safety Incentive Differential (SID)

PEF reiterates its desire to give input in this project. Union health and safety staff request review of the draft document when prepared by the internal committee. Management agreed to afford them a review.

#### Use of Disinfectants, Sanitizers, or Other Antimicrobial Products to Treat HVAC & Refrigeration Systems in All DEC Occupied Buildings

PEF has provided a copy of an EPA advisory to J. Edouard and Operations. Management confirms that only legitimate contractors provide the services covered. The one service contract we have for these services (at Stony Brook) does not require the compounds mentioned in the document.

#### Regional H&S Committees' Annual Recommendation for Award - Propose Regional Committee

