



NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND

SAFETY COMMITTEE MINUTES

Date: 12/15/2016

Evesham MUA

The regular meeting of the New Jersey Utility Authorities Joint Insurance Fund Safety Committee was held on December 15 at the Evesham MUA. The following members and professionals were in attendance.

AUTHORITY	NAME
Bayshore Regional SA	J. Michael Broyles
Berkeley Township MUA	Brian P. Blair
Berkeley Township S.A.	Lester Anderson
Bernards Township, SA	Christopher Lalicato
Deptford MUA	Marlene DiMarco
Eatontown SA	Richard W. Johnson, Jr.
Evesham MUA	Chris Vandenberg
Hackettstown MUA	Joe King
Hanover Township SA	John Adamsky
Hillsborough MUA	Eric Lehman
Jackson Township MUA	Michael Janusz
Lambertville MUA	Thomas Horn
Little Egg Harbor MUA	John Viteritto
Manasquan River Regional SA	James Roe
Mantua MUA	Don Bonney
Merchantville-Pennsauken WC	Craig Campbell
	Chris Kuchera
Monmouth County Bayshore OA	Jonathan Mannarino
Musconetcong S.A.	James Schilling
North Bergen MUA	Thomas Mahan
Passaic Valley WC	Clemenza Goglucci
Pennsauken SA	Alan Gudis
Rockaway Valley Regional SA	Eric Reichert

Secaucus MUA	Brian Beckmeyer
Somerset Raritan Valley SA	Ron Anastasio
	Dennis Smith
Two Rivers Water RA	Gregory Seamon
Western Monmouth UA	Robert Smith
	George White
J. A. Montgomery	Joanne Hall
	Brian Maitland
	Howard Spencer
Danskin Agency	Charles Casagrande
First Environment	Rich Erickson
Logan Township MUA	Chris Whalen
	Joe Weber
Hardenbergh Insurance	Joe Henry
Lacey MUA	Darren Coraggio
Readington Lebanon SA	Jill Plesnarski
PERMA	Brad Stokes

Refreshments were provided by Evesham MUA and Hardenbergh Insurance Agency. Thank you for your hospitality.

TECHNICAL TRAINING:

Rich Erickson from First Environment presented an update on the EJIF. Slides from his excellent presentation can be viewed on the e-JIF website. Follow the link:

<http://www.njejif.org/environmentalinformation/seminarpresentations.html>

If anyone has any questions for Rich, they can e-mail him at RERICKSON@firstenvironment.com or call him at 908-303-3218

MEETING COMMENCEMENT:

The regular NJUA Executive Safety Committee Meeting began at 12:00 am.

APPROVAL OF MINUTES:

none to approve

OLD BUSINESS:

We took a look back over the 2016 year and offered appreciation to our officers: George Lewis, PVWC; Maria Brush, RVRSA; Jill Plesnarski, RLSA; Sean Fitzgerald, MPWC; Bernie Rutkowski, TRMUA; and Past Chair Anthony Stagliano, MHMUA.

Our 2016 Safety Expo Committee Co- Chairs were Maria Brush, RVRSA and Joe Aldighieri, PVWC. Joe has agreed to continue on as Chair for the 2017 Safety EXPOS.

A summary of the programs offered in 2016 include:

September and June - 2016 Safety Expos

11/10/2016 - CNA Insurance – Boilers and Lightening - Crown Plaza

10/20/2016 - Merchantville Pennsauken – Ethics Training, Cate Kiernan

8/18/2016 – Toms River MUA – Flagger Work zone

7/21/2016 – Passaic Valley WC – Active Shooter

6/24/2016 – MRRSA – Mark Out - NJNG

4/21/2016 – Rockaway Valley RSA – Cyber security

3/24/2016 – Toms River Fire Academy - overview of job safety observations, acc investigations

2/24/2016 – Safety Breakfast

NEW BUSINESS:

We are looking for suggestions for programs for the New Year. Here's what we have so far. If anyone would like to help with planning or offer your site to host a future meeting, please contact your safety consultant.

January	OSHA Recordkeeping Webinar
February 22, 2017	Annual Safety Breakfast – with Executive Safety meeting to follow
March	Webinar on NJUA website resources
April	AED's update – what you need to know
April	First Aid / CPR day – northern part of state
May	Open – possible webinar on lab safety (include eye wash / shower inspections)
June 23, 2017	Middlesex Safety Expo
July	Plant tour at a member site
August	Open
September 29, 2017	Camden Safety Expo
October	Reasonable Suspicion / CDL Driver Update
November	Cyber security
November	First Aid / CPR day – southern part of state
December	Environmental update

SAFETY DIRECTOR'S REPORT:

2016 Safety Incentive Program – send in year end assessments (fillable on line) by January 15, 2017 (earlier is better – see link: http://njuajif.org/images/NJUA_JIF_Mid_Year_and_Annual_Assessment2.pdf)

Howard reminded people that the form has been updated since it was originally posted. The change involves permitting members to add entries into all cells other than the two items scored by J.A. Montgomery and PERMA. In addition the columns also total at the bottom. **Please note** that when you fill it in online the boxes expand to take your entire input and a scrolling arrow pops up. Also please remember that when you send in your Report in January to put your activities from the mid year submittal until December in the *Annual Column*. Mid-year lists your first half year of information and the Annual column records the remainder of the calendar year activities. The total column is used to summarize both reports and is **NOT** a duplicate of the *Annual column*. The latest form is posted on the web page. You have the opportunity to gain an additional 5 or 10 points based on the JIF scoring process.

2017 – Safety Incentive Plan – will remain the same as in 2016

LOST TIME ACCIDENT FREQUENCY:

Brad Stokes from PERMA had another commitment so Howard presented his update on the loss statistics for 2016. These were available as a handout for members to pick up. Brad reported that the NJUA is doing well in 2016 and has bounced back from its slippage of a few years ago when our losses increased at year end due to the terrible weather exposures the members faced.

MEETING TOPIC COMMITTEE:

First Aid / CPR class to be offered on separate days in northern and southern part of state. We are looking for locations to host this training. If you are interested, please contact your safety consultant.

REGULATORY INSPECTION UPDATES/INSPECTIONS / SAFETY MANUAL:

OSHA FACT SHEET - On proposed update to walking-working surfaces and fall protection standards was provided at meeting.

SAFETY EXPO SUB-COMMITTEE:

Joe Alighieri – 2017 EXPO Chair; Continue with four tracks and the June / September model: Confined Space, 2) Safety Fast track, 3) Supervisory Programs and 4) Shop track.

COMMUNICATION / WEBSITE / SAFETY MANUAL:

Looking for help on manual updates speak to your consultant or George Lewis if you are interested in being on any of these committees.

Howard reports that at the request of members several new inspection checklists for your use are now included under the safety tab on the web site. In addition there are several other useful documents posted to assist you in managing your SIP activities. The entire list of available safety checklists follows:

- http://njuajif.org/images/Bulk_Propane_Checklist_1-15_.doc
- http://njuajif.org/images/E-Generator_fuel_tank_Checklist_04-12_.doc
- http://njuajif.org/images/Fuel_Dispensing_Facilities_Checklist_1-15_.docx
- http://njuajif.org/images/Loader_Equipment_Safety_Checklist_12-11_.docx
- http://njuajif.org/images/MUA_Hoist_Equipment_Checklist_1-15_.doc
- http://njuajif.org/images/Pump_station_checklist_1-15_.doc
- http://njuajif.org/images/Water_or_Wastewater_QC_lab_01-15_.doc
- http://njuajif.org/images/Municipal_Complex-Office_Admin_1-17_.docx
- http://njuajif.org/images/Bottle_jacks_checklist_for_both_inspections_9-2014.doc

The new supplemental documents include:

- http://njuajif.org/images/Guidelines_for_Evaluation_of_Written_Programs.doc
- http://njuajif.org/images/Guidelines_for_the_annual_review_of_the_BBP_Exposure_Control_Plan.docx
- http://njuajif.org/images/Energy_Control_LOTO_Annual_Evaluation_1-17_.docx
- http://njuajif.org/images/Read_the_Owner_s_Manual.docx
- http://njuajif.org/images/PPE_receipt_Training_Certification.docx

STRATEGIC PLANNING:

No committee report presented

COMMENTS FROM THE MEMBERS:

None due to time constraints

NEXT MEETING:

Safety Breakfast - February 22, with Safety Meeting to follow. Be there to participate in your JIF.

ADJOURNMENT:

With no further business to address, the meeting was adjourned at 1:00 PM. Members partook in the wonderful sandwich and cookie buffet. Thank you again Evesham MUA for your hospitality.