



NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND

SAFETY COMMITTEE MINUTES

Date: 11/9/2017

Merchantville-Pennsauken Water Commission

The New Jersey Utility Authorities Joint Insurance Fund Executive Safety Committee Meeting was held on November 9, 2017 at the Merchantville-Pennsauken Water Commission. The following members and professionals were in attendance.

AUTHORITY	NAME
Bayshore Regional SA	J. Michael Broyles
Deptford MUA	Marlene DiMarco
Jackson MUA	Christopher Gotz
	Michael Janusz
Little Egg Harbor MUA	John Viteritto
Logan Twp. MUA	Terry Kucenski
	Carly Schultz
	Christopher Whalen
Manasquan River Regional SA	James Roe
Merchantville-Pennsauken WC	Sean Fitzgerald
Middletown SA	Amanda Young
Mount Holly MUA	Anthony Stagliano Sr.
North Bergen MUA	Lonnia Simmons
Passaic Valley WC	Clemenza Goglucci
Pennsauken SA	Alan Gudis
Riverside SA	Joe Cunningham
Two Rivers Water RA	Sharon Ham
	Gregory JnoBaptiste
Western Monmouth UA	Ed Kovacs
	Robert Pala
PERMA	Brad Stokes
Hardenburgh Insurance Group	Joe Henry
J. A. Montgomery	Robert Holwitt
	Howard Spencer

TECHNICAL TRAINING: Cyber Security: Insurance, Exposure and Risk Management

Presented by Edward Cooney, Vice President, Conner Strong & Buckelew, and Christen Cooper and Brett Yeagar, NJ Cyber Team, Federal Bureau of Investigation (FBI)

MEETING COMMENCEMENT: The NJUA Executive Safety Committee meeting began at 12:00PM

APPROVAL OF MINUTES: Minutes for October 19, 2017 NJUA Executive Safety Committee meeting approved.

SAFETY DIRECTOR'S REPORT:

- ***Safety Director Communications***
 - 7/5/17: MSI Bulletin- Class III Officers
 - 7/10/17: MSI Training Schedule
 - 7/24/17: MSI Bulletin- Preventing Heat-Related Illnesses
 - 8/10/17: MSI Bulletin- Ticks & Tick-borne Diseases
 - 8/24/17: MSI Training Schedule
 - 9/5/17: MSI Bulletin- Office Safety
 - 9/26/17: MSI Training Schedule
 - 10/9/17: MSI Bulletin- October is Fire Prevention Month
- ***MEL Safety Institute***
 - MSI Monthly Training Schedule
 - MSI 2018 Class Request Announcement: Deadline was 9/30/17
 - MEL Safety & Ed Committee on August 21st
- ***Safety Incentive Program***
 - Mid-Year Report due July 15, 2017: Howard Spencer reviewed the list of NJUA members yet to submit a Mid-Year Report
 - End-Year Report due January 15, 2018: Robert Holwitt mentioned that any NJUA member ready to submit their End-Year Report can do so.

LOST TIME ACCIDENT FREQUENCY:

Brad Stokes provided the month-ending September 30, 2017 LTAF Report. The NJUA JIF had a LTAF of 1.66 that was ranked 7th out of the 15 MEL JIF's.

The NJUA JIF 3 year LTAF average, as of September 30, 2017, is 2.52. 13th best of 15 MEL JIF's.

MEETING TOPIC COMMITTEE:

- Steering Committee will be meeting in December to discuss topics for the upcoming year. Any thoughts or suggestions for 2018 topics are welcomed.
- If you would like to host a meeting please let your consultant know.

PEOSH ADVISORY COMMITTEE:

- The committee met on October 26, 2017 and information presented is contained in PEOSH activities reports from 7/1/17 to 9/30/17
- Most frequently cited violations during this timeframe
 - "Failure to maintain OSHA 300 logs" with 36 citations
 - "No emergency action plan" and "No written fire prevention" plan with 17 citations each
 - "No Hazard Communication training" with 13 citations
 - "Lockout/Tagout and Circuit breaker that were not labeled in the panel"

- Programmed Inspections
 - According to the information presented, as part of their 5-year strategic plan, PEOSH continues to focus on Fire Departments, Public Works Departments, Water Treatment Plants, and public nursing homes.
- On-Site Visits
 - Between July 1, 2017 and September 30, 2017 PEOSH conducted 68 general inspections
 - These inspections resulted in 640 violations with 56 orders to comply issued
 - There were eight “No Hazard” letters issued for the visited facilities.

SAFETY EXPO UPDATES:

We had over 200 attendees at the two expos this year. The Safety Expo committee will be meeting in December to beginning planning for 2018. Any thoughts or suggestions for 2018 tracks are welcomed.

WEBSITE/ SAFETY MANUAL:

- Website has been updated with the remaining meeting for 2017
- Safety Manual will be discussed in December

OLD BUSINESS:

Recent Events:

- January 26, 2017 Workplace Injury & Illness Recording Webinar
https://connerstrong.adobeconnect.com/recordkeeping/event/event_info.html
- February 22, 2017 Safety Breakfast
- April 20, 2017 AED at Rockaway Valley Regional SA
- May 19, 2017 First Aid / CPR Day at Two River Water Reclamation Authority
- May 23, 2017 Lab Safety at Jackson MUA
- June 23, 2017 Middlesex Safety Expo
- July 20, 2017 Plant tour at a Lakewood MUA
- August No meeting
- September 30, 2017 Camden Safety Expo
- October 19, 2017 Reasonable suspicion / CDL driver update at Rockaway Valley Regional SA

NEW BUSINESS:

Upcoming Events:

- November 9, 2017 Cyber Security at Merchantville Pennsauken Water Commission
- November 16, 2017 First Aid/ CPR Day at Passaic Valley Water Commission
- December 14, 2017 Environmental Update at Evesham MUA

COMMENTS FROM THE MEMBERS:

- Changes to diesel and gasoline storage tanks emergency shutdowns to have audible and visual alarms
- American Heart Association (2019) to require CPR mannequins to have a feedback device
- Certified Operator A-B-C training
- Satellite locations for meetings.

NEXT MEETING: December 14, 2017 at Evesham MUA

ADJOURNMENT: The NJUA Executive Safety Committee was adjourned at 1:15 PM.