



NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND

SAFETY COMMITTEE MINUTES

Date: 2/22/2017

Clarion Hotel, Toms River

The regular meeting of the New Jersey Utility Authorities Joint Insurance Fund Safety Committee was held on February 22nd at the Clarion Hotel after the Safety Awards Breakfast. The following members and professionals were in attendance.

AUTHORITY	NAME
Bayshore Regional SA	J. Michael Broyles
Jackson Township MUA	Michael Janusz
Jersey City MUA	David Wissen
Merchantville-Pennsauken WC	Sean Fitzgerald
	Ryan Magee
North Bergen MUA	Jerry Zubenko
Passaic Valley WC	Joe Aldighieri
	Clemenza Goglucci
	George Lewis
Plainfield MUA	Eric Knight
Rockaway Valley Regional SA	Maria Brush
Secaucus MUA	Brian Beckmeyer
	Joe Marchese
Two Rivers Water RA	Jay Feiter
Brown & Brown	Tyler Blackmore
Hardenbergh Insurance	Joe Henry
J. A. Montgomery	Bob Holwitt
	Brian Maitland
	Howard Spencer

MEETING COMMENCEMENT:

The regular NJUA Executive Safety Committee Meeting began at 10:20am

APPROVAL OF MINUTES:

OLD BUSINESS:

Reviewed OSHA Inspection criteria created by J. A. Montgomery for General Industry.

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

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.

- April 20, 2017 AED’s update – what you need to know – at RVRSA - confirmed
- April XX First Aid / CPR day – southern part of state
- May 18, 2017 Open – possible webinar on lab safety (include eye wash / shower inspections)
- June 23, 2017 Middlesex Safety Expo - confirmed
- July 20, 2017 Plant tour at a member site
- September 30, 2017 Camden Safety Expo – confirmed
- October 19, 2017 Reasonable Suspicion / CDL Driver Update
- November 16, 2017 Cyber security - need a southern member to host
- November First Aid / CPR day – Passaic Valley Water Commission
- December 14, 2017 Environmental update

SAFETY DIRECTOR’S REPORT:

Howard reminded people that the annual / mid year assessment has been updated since it was originally posted. The 2017 – Safety Incentive Plan – will remain the same as last year

LOST TIME ACCIDENT FREQUENCY:

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.

MEETING TOPIC COMMITTEE:

First Aid / CPR class to be offered on separate days in northern and southern part of state. We are looking for southern location to host this training in April or May. 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: HazCom, PPE, BBP & Fire 3) Supervisory Programs: Tool Box Talks, Accident and & JSO and 4) Shop track: Hand Tool, Welding, Power Tool, Electrical, HazMat Chemical for non-chemists.

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

NEXT MEETING:

To be announced

ADJOURNMENT:

With no further business to address, the meeting was adjourned at 1:00 PM.