



NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND

SAFETY COMMITTEE MINUTES

Date: April 19, 2018

Rockaway Valley Regional Sewerage Authority

The New Jersey Utility Authorities Joint Insurance Fund Executive Safety Committee Meeting was held on April 19, 2018, at the Rockaway Valley Regional Sewerage Authority. The following members and professionals were in attendance:

AUTHORITY	NAME
Bayshore Regional SA	J. Michael Broyles
Bernards SA	Chris Lalicato
Evesham MUA	Richard Foley
	Frank Locantore
Hackettstown MUA	Pete Tynan
	Bud Volkurt
Hanover SA	John Adamsky
Jersey City MUA	Dave Wissen
Lambertville MUA	Thomas Horn
Manasquan River Regional SA	Patrick O'Donnell
Monmouth County Bayshore	Jonathan Mannerion
Monroe MUA	Joe McGrail
Musconetcong SA	James Schilling
North Bergen MUA	Lonnia Simmons
Passaic Valley Water Commission	George Lewis
Rockaway Valley Regional SA	Maria Brush
	Ray Simmons
	Eric Leahy
Secaucus MUA	Brian Beckmeyer
Somerset-Raritan Valley SA	Dennis Smith
Two Rivers Water RA	Sharon Ham
Western Monmouth UA	Jim Carr
	Robert Smith
J. A. Montgomery	Brian Maitland
	Matt Genna

MEETING COMMENCEMENT: The NJUA Executive Safety Committee meeting began at 11:30 AM

APPROVAL OF MINUTES: Minutes for March 15, 2018, NJUA Executive Safety Committee meeting were approved.

SAFETY DIRECTOR'S REPORT:

- ***MEL Safety Bulletins (Available on the NJ MEL App)***
 - March 6 - SD Message - Important Update for Water / Wastewater / Utility Departments
 - March 8 - NJUA JIF - Executive Safety Committee Meeting - March 15, 2018
 - March 9 - 2018 Safety Incentive Program
 - March 9 - A Bulletin from your Safety Director- Playground Inspections
 - March 23 - Did You Know? – MSI Training Schedule – NJUA JIF, April 2018
 - March 26 - A Message From the Safety Director – Work Zone Awareness Week
 - March 28 - NJUA JIF - Executive Safety Committee Meeting - April 19, 2018
- ***Safety Incentive Program***
 - 2018 SIP available at <http://www.njuajif.org/safety/safeyincentiveprogram.html>

LOST TIME ACCIDENT FREQUENCY:

The LTAF Report for month-ending February 28, 2018, was reviewed. The NJUA JIF had an LTAF of 0.00 which is ranked 1st out of the 15 MEL JIFs. The 2018 LTAF average of the 15 MEL JIFs is 1.57.

The NJUA JIF 3 year LTAF average as of February 28, 2018, is 2.31. 14th of 15 MEL JIF's.

PEOSH ADVISORY REPORT:

The information contained in this report is intended for the use by MEL/JIF Safety Consultants to assist JIF members and Safety Committees in raising their awareness of regulatory enforcement activities by PEOSH. Information presented is contained in PEOSH activity reports from 10/1/17 through 12/31/17.

• **Five (5) most frequently cited violations during this period**

The full list of most frequently cited violations from Department of Health (DOH) and Department of Labor (DOL) are attached.

- | | |
|--|---------------|
| 1. Walking and working surfaces free of hazards. | (9) Citations |
| 2. Electrical equipment free of recognized hazards. | (9) Citations |
| 3. Fall Protection (6' or more during construction). | (9) Citations |
| 4. Portable fire extinguishers mounted and accessible. | (4) Citations |
| 5. Abrasive wheel tongue guard adjustment. | (3) Citations |

Failure to maintain injury/illness recordkeeping logs was cited seven times as a regulatory hazard, not a serious hazard.

• **Programmed Inspections**

According to the information presented, this is the fifth year of the strategic plan. They will continue to monitor data based on the North American Industry Classification System (NAICS) to determine the focus for the next strategic plan. The PEOSH staff conducted six (6) programmed inspections. Four (4) at fire departments, one (1) at a public works facility and one (1) at a transportation facility.

The five-year plan will continue with emphasis on Trenching Safety and Lockout/Tagout procedures.

- **Onsite Visits**

Between October 1, 2017, and December 31, 2017, PEOSH conducted 56 general inspections at 50 Municipal facilities, two (2) county, and four (4) state facilities. These inspections resulted in the identification of 521 violations with 50 orders issued requiring compliance. There were six “No Hazard” letters issued for the visited facilities.

There were 74 onsite visits for general inspections, complaints, and accident inspections. The northern portion of the state received 28 inspections; the central portion had 17 inspections and the southern portion had 29 inspections. The majority of PEOSH activities focus on the northern and southern portions of the state. The greatest activity this period was in Bergen, Burlington, and Gloucester Counties.

- **Complaints**

In addition to the general inspections, PEOSH responded to nine employee complaints which identified fifty-eight violations and resulted in six orders to comply and three “No Hazard” letters. DOH/PEOSH reported 39 complaints. Of those received, 32 were Indoor Air Quality (IAQ) / sanitation complaints. Eleven were from municipalities, nine (9) from State Agencies, 12 from schools, four (4) from fire departments and one (1) from a police department, one (1) from a DPW facility, and five (5) were from transportation facilities. The PEOSH program also conducted 18 initial on-site inspections, three (3) monitoring inspections, two (2) follow-up inspections and closed eight (8) cases.

Complaints consisted of:

- 27 Indoor Air Quality / Bio aerosol; 2 AQ-HVAC; 7 IAQ- General
- 5 Sanitation
- 4 Asbestos
- 1 Smoke inhalation
- 1 Respiratory Protection
- 1 Blood Borne Pathogens

MEETING TOPIC COMMITTEE:

Upcoming Events:

- May 17, 2018 Plant Tour at Bayshore Regional Sewerage Authority
- June 29, 2018 Middlesex Safety Expo
- July 19 & 26, 2018 10 Hour OSHA General Industry (2-day class) at Two Rivers
- August No meeting
- September 28, 2018 Camden Safety Expo
- October TBD
- November TBD
- December 20, 2018 Environmental Update at Evesham MUA

SAFETY EXPO UPDATES:

The Safety Expo tracks for 2018 are:

- Fast Track to Safety
- Jobsite Safety
- OSHA Focus Four
- Supervisors Skills

WEBSITE/ SAFETY MANUAL:

We will be working to update the website and the discussing replacing the safety manual with written program templates.

OLD BUSINESS:

Recent Events:

- January 26, 2018 Workplace Injury & Illness Recording Webinar
https://connerstrong.adobeconnect.com/recordkeeping/event/event_info.html
- February 28, 2018 Safety Breakfast
- March 15, 2018 Tank Truck Deliveries Safety at Deptford MUA
- April 19, 2018 Back to the Basics at Rockaway Valley Regional SA

NEW BUSINESS:

CPR classes are being offers on April 27, 2018 at Brick MUA and May 22, 2018 at Deptford MUA (class will be at Deptford Twp. Court Room on Cooper Street) from 8:30 AM-12:30 AM.

COMMENTS FROM THE MEMBERS:

Frank Locantore from Evesham MUA discussed the challenges with the new opioid testing for CDL drivers. Frank is working with labor lawyers to update their policy and plans to share the information with all the members once finalized.

NEXT MEETING: May 17, 2018 at 10:30 am at Bayshore Regional SA **(bring hard hats and safety vest).**

ADJOURNMENT: The NJUA Executive Safety Committee was adjourned at 12:00 PM.