

KINGSLEY FIELD STATE EMPLOYEE'S SAFETY COMMITTEE MEETING

1. Place, Time, Date: Billeting, February 8, 2012 @ 1000 hrs
2. Chairperson: Gene Hurst.
3. Members Present: Gene Hurst, Jim Court, John Carter, Mike Shepherd,
Barbara Pfeiffer
4. **Old Business:**
 - a.) No old business
5. **New Business:**
 - a.) Gene Hurst announced that he plans to retire this year in December and requests that the Committee hold elections in July for a new Chairperson. By-laws call for elections every December. No election was held in Dec 2011 so current positions carry forward until an election is conducted.
 - b.) OSHA 300 logs were distributed to all shops and should be posted as required. Discussion held regarding the requirements. Each shop needs to make sure the log is posted.
 - c.) OSHA requires that every shop have a monthly inspection. The committee inspects one shop each quarter. At this quarterly inspection we need to check the documentation to see that the monthly inspections are being conducted by the occupants. If you are the Building Manager or Safety Rep for your bldgs, are you inspecting and documenting monthly inspections?
 - d.) Mike Shepherd announced that he will no longer be a State Employee as of March 2012. His replacement will need to be appointed to the Safety Committee. Mike is becoming a full time federal employee doing basically the same job as current.
6. **Accident Reviews:**
 - a) No accidents were reported for State employees.
 - b) John Carter reported several military incidents with strains from lifting or falling. He also reported a rollover accident involving a DSG. At this event, it was pointed out that the traffic control officer on the scene was not wearing a reflective vest while on the street in the darkness of the night.
 - c) John Carter also reported a couple of events where military members came to the aid of an accident and a fire. Those members are being nominated for their heroism.
7. **Safety Discussion for the Day:**
 - a.) Remember proper lifting techniques to help prevent muscle strains. Think before you lift something to make sure you are using proper technique and safety.
 - b.) Safety Vests are required whenever you are working on the street. ANSI Standards set the requirements for the type of vest that is required. Remember "If your feet are on the street, the vest is on your chest!"
8. **Adjourned: @ 1050 hrs.**
9. Our next meeting is March 14th, 2012 @ 10:00am at the Fire Station
10. Submitted by Jim Court.