

## Summary Report from Division Safety Council

Division: NC Parks And Recreation		For Month/Year: 1 <sup>th</sup> quarter 2011	
Safety Council Chairman Signature	Darrin Oliver	<i>[Signature]</i> 5/23/11	<i>[Signature]</i> 5/16/11

Committee Name	Date	Incident/Audit Brief Description of Activity	Abatement Date	Corrective Actions taken and status	Comments
SOHC / Accident and audit review Subcommittee	Feb.9, 201	Meeting location Cliffs of the Neuse SP See report below		Audits reviewed no outstanding issues noted for correction	
EADI Safety / Off the job safety Subcommittee	Mar.16, 2011	Meeting location Cliffs of the Neuse SP Meeting agenda attached below		Meeting agenda attached	
WEDI Safety / Policy and procedure Subcommittee	Mar.23, 2011	Meeting location Western NC Justice Academy Edneyville Meeting agenda attached below		" "	Pesticide CEU's issued for class
NODI Safety / New equipment review Subcommittee	Mar 22,2011	Meeting location Falls Lake State Recreation Area Meeting agenda attached below		" "	New equipment reviewed and approved
SODI Safety / Special activities Subcommittee	Mar 24, 2011	Meeting location Jordan Lake State Recreation Area Meeting agenda attached below		" "	DOR warehouse staff participated in Forklift training

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## Safety Council Meeting Minutes

Cliffs of the Neuse State Park

February 9, 2011

In Attendance: Division Safety Officer Yancy King, Biologist Emily Hill, Park Ranger Joel Jakobowski, Maintenance Mechanic Darrin Oliver (SOHC Chair), Park Superintendent Kelley Thompson (Secretary) Maintenance Mechanic Alvin Barnwell, District Maintenance Mechanic Pete Mitchell, Park Ranger Scott Coffman, and District Superintendent Tom Jackson (SOHC Vice-Chair).

Meeting began at 11 a.m. Kelley read the minutes from the last meeting. Approved.

### Old Business

#### Search and Rescue Back Packs

It was discussed at the last meeting to approach the Friends of State Parks about purchasing 2 – 3 durable back packs for each park to have on hand for quick response to search and rescue incidences. When the division begins calling parks for possible volunteers for a search, those chosen typically have to scramble to put together their SAR pack. This takes time and money, which usually falls on the person responding, not the park. The proposal is to have the Friends purchase back packs which can be filled at the park level and kept on hand to issue out to whoever is deploying.

Tom sent a memo regarding this proposal up to Chief of Operations, Mike Lambert. At this time Mike is holding onto the memo. While at the SSPPS (Southeast State Parks Program Seminar) Conference in December, Kelley talked with the president of the Friends of State Parks, David Pearson, to see if they would be interested in assisting with this project. He is in agreement that this is important and would like to assist with the purchase. He further said that he would be glad to contact several back pack vendors and see if they would be interested in donating or selling at a lower cost.

#### Strike Teams

Yancy asked Tom where the issue of strike teams lies with the District Superintendents. Tom said that at this time they are focusing more on developing Overhead Teams to be deployed before organizing the strike teams. We have a lot of staff members who are trained to be on the ground searchers, but not as many who can run the Incident Command centers. The District Superintendents, Bryan Dowdy and Phil King decided it was best to focus on these teams for now.

#### Discussion

Kelley asked if we need to send up a memo regarding the strike teams or wait for the overhead teams to be in place. Tom feels both are crucial and that we need to send a memo up.

Tom feels that park staff should know that there are overhead and strike teams and we need to encourage involvement in both. Yancy added that we shouldn't keep someone out because of the department they are from. We should look at more than just the ranger and maintenance staff.

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Yancy mentioned that one of the strike teams being considered is for fire suppression and those in the natural resources department would be great for these teams. He talked of how Marshall Ellis was a big help during the Double H fire at Chimney Rock State Park. Tom added that there are a lot of division staff that are willing to help with either SAR or fire response, but are not given the opportunity to do so.

Emily asked what the minimum training would be for someone interested in being on the strike teams. For SAR the minimum is Fundamentals of Search and Rescue. For those interested in fire suppression, they'll need to take S130/190 and L180. Tom mentioned how natural resource personnel would be ideal for the fire strike teams. Yancy added that some of the folks may need to attend ICS training that is mandated for ranger and maintenance staff.

#### Viper radios

Bryan Dowdy has been given approval for purchasing more viper radios for the division. Yancy has talked with Radio Engineer Mike Duda about supplying viper radios for the search exercises at both Goose Creek State Park and Steel Creek.

#### Training

Emergency Management lists trainings on their website. There are several overhead training courses currently listed. One of these is being held at Raven Rock State Park.

#### Trailer Training

Yancy will be attending a training course on Emergency Trailer Towing through the Office of State Fire Marshal. This will assist the parks in towing and tying down loads safely. This will include information on the weight and hitch requirements from DOT.

#### ATV Training

Yancy is waiting for all the ALERT courses to be completed before getting started up on rescheduling the ATV training. The accredited ATV Training Institute is cost prohibited to send park staff to their training course. They were asking for \$4000 to train eight rangers. The new Ecological Burn Coordinator, Mike Leslie, is an ATV trainer. Yancy will talk with him about coordinating a possible training.

#### Alpine Rescue Training

Watauga County is interested in facilitating an Alpine Rescue Training course for the Division. This training will be held at Grandfather Mountain State Park. Park Superintendent Sue McBean will be the contact for this training.

#### Fire Boots

Yancy told of CW Williams, a fire equipment distributor in both Statesville and Rocky Mount that has agreed to work with the Division in supplying a safety toe boot that is fire rated. The boot can be purchased through the individual park budgets. He has sent an email out to the division explaining the process. The cost for the boot is \$166.00 if only one pair is bought, or \$160.00 for three. Each staff member whose job duties requires having steel-toed boots is allotted \$160.00 every two years for this purchase.

#### Tick Clothing

Yancy reported that there are currently 96 people signed up for the tick study. He is looking into having it offered to other agencies, such as county parks. There are more meetings set up at NC State Forestry offices. For division personnel who haven't had a chance to attend a

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training, they will be able to attend one of these. There has been interest from the West District personnel, who weren't included in the initial training. Yancy will make arrangements for those interested to attend a meeting.

Kelley asked why the folks doing the study draw blood. This is to see if the person tests positive for a tick-borne illness. If they do test positive, they can still participate. Pete asked if the organization supplies socks, because he didn't receive any. Neither did Robert Byrd from Haw River State Park. They were supposed to receive socks, Yancy will be looking into this.

Currently 77% of the test subjects are male and 23% female. 90% participants have had a tick borne illness.

### New Business

At the next district quarterly safety meeting, each park safety coordinator or designated competent person will be trained on forklifts and be able to train others in their parks. This is a priority for OSHA due to a large portion of workplace fatalities resulting from fork lift accidents. This training will last for three years. If there is an accident at anytime, the operator will have to retake the training. Training follows 29 CFR 1910.178 QSHA forklift regulations.

Pete asked if this will also be for the push around fork lift they have at Jordan Lake SRA. Yancy has asked that this be available so everyone can see how it operates.

The dates for the meetings are:

EADI – March 16 at CLNE

NODI – March 22 at FALA

WEDI – March 23 at LAJA

SODI – March 24 at JORD

### OSHA 300 Reports

Numbers for this past year:

7 cases injured away from work

8 light duty

37 other reportable cases

52 total cases

227 lost work days

367 job transferred days

The number of reported injury cases where there was someone injured was down 25% than what the division had three years ago.

Average of 594 employees for the division with over 1 million work hours. The majorities of incidents were; skin conditions, respiratory issues, poisoning (tick bites), cuts and scrapes.

When it is a 1<sup>st</sup> Aid injury/illness, the form 19 still needs to be filled out, but write 1<sup>st</sup> Aid Only on the top of the form. This will prevent HR from filing this with Corvel. Each park should be aware that there is a charge for any claim sent in.

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Yancy is working on a bulk order for AED pad replacements. The PFD order still hasn't been approved. He will be working on the justification.

#### Uniforms

Emily asked if it was possible for the natural resources and other non-uniformed departments to get a uniform that identifies them as park staff. She mentioned how they get odd looks from park visitors when they are in the field doing studies. Tom said that polo or other type of shirt with the division logo on it would suffice. Something like what DFR or WRC has for their noncommissioned staff. Tom added that if we had this option, the folks would have to wear it every day, like other division uniformed staff. He suggested that Emily bring it up at the next staff meeting.

Committee reviewed the facility/safety audits at the end of the meeting. There were no outstanding facility issues noted during the review. All facility deficiencies noted had been abated or were in the process of being taken care of.

Next meeting will be on Wednesday, May 11 at Haw River State Park at 11 a.m.

Meeting ended at 12:30 p.m.

## **District Safety Meetings Agenda**

**EADI March 16, 2011 CLNE 10:00 am**  
**NODI March 22, 2011 FALA 10:00 am**  
**WEDI March 23, 2011 CHRO (NCJA) 10:00 am**  
**SODI March 24, 2011 JORD 10:00 am**

Welcome 10:00

Old Business 10:10

Water Safety equipment order

- Life Jackets
- Life rings

AED's

- Replacement pads
- Batteries for Life pack 500's

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## New Business

### Inspections

- Vehicle Inspections (610 park trucks)
- DOI inspections
- OSHA inspection at Construction site

### Accidents

- Vehicle
- Employee
- Fuel spill construction site

## Training

### Seasonal & volunteer Training

- Equipment check off
- BBP & First aid
- Injury reporting procedures

### Upcoming available training

### Forklift Training for competent persons

- Classroom
- Hands on exercise.
- Pesticide CEU update training (WEDI only)
- Maintenance Updates (WEDI only)

<b>Secretary's Safety Committee Acknowledgment</b>	<b>Date Reviewed:</b>
<b>Signature:</b>	

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## **Safety Council Comments/Recommendations**

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