

**Twin Cities Field Federal Safety and Health Council  
Meeting Minutes for June 10, 2010.**

- I. Chairman Hoffman welcomed attendees to the meeting.
- II. There was no old business presented.
- III. OSHA Regional Director, Mark Hysell was unable to attend the meeting therefore there was no Federal OSHA report.
- IV. Chairman Hoffman provided a short power-point presentation titled "Surrounded by Safety". The slides revealed many safety measures that in place to protect people during their daily life. FDA & the Consumer Products Safety Commission regulate the foods people eat, medications they use and consumer products used in everyday life.  
  
Airport security is used to protect travelers, and the Department of Transportation road signs protect the public while driving the roadways.  
  
A discussion on the safety activities the USFWS uses in order to protect the young seasonal workers enrolled in the Youth Conservation Corp (YCC) Program.
- V. Ray Morris was not present on order to provide any Federal Executive Board Announcements.
- VI. Open Discussions:
  - a. Much discussion was held on cell phone use while driving a motor vehicle. Minnesota State OSHA has a Policy that prohibits the cell phone use while driving. (Alden Hoffman)
  - b. A simple test to prove that talking on a cell reduces a person's focus on driving was reported by Chairman Hoffman. Try talking on the home phone and following a TV storyline. One must concentrate on the TV show or the phone. It is very difficult to do both at the same time.
  - c. There was much discussion on the availability of Automatic External Defibrillators (AED's) in the workplace. Chairman Hoffman related that Federal OSHA recommends AED's in the workplace for the aging work force. A Bureau of Prisons Safety Representatives noted that he used an AED to save a prisoners' life.
  - d. Alden Hoffman, Minnesota state OSHA, reported there is a National emphasis on workplace recordkeeping. Large workplaces with low accident rates or be examined in order to see if there on any errors in recordkeeping practices. He also distributed a semi-annual report on the issues ( Pre-rules, Proposed Rules, Final Rules and Completed Actions) taken by Federal OSHA.

**VII. New Business:**

- a. Chairman Hoffman announced that nominations and elections of new FFSHC Officers will be held at the next quarterly meeting.
- b. There were no volunteers for a presentation at the next scheduled meeting.

**VIII. Meeting was closed and the next quarterly meeting is to be held:**

**Thursday, September 9, 2010 1:00 pm – 2:00 pm  
Bishop Henry Whipple Federal Building, Room 600**

**Members Present at This Meeting**

- |                    |                         |
|--------------------|-------------------------|
| 1. Dick Greenberg  | American Postal Workers |
| 2. Craig Nibbe     | USFWS                   |
| 3. John Hoffman    | USFWS                   |
| 4. David Hoeninger | USDAS Rural Development |
| 5. Larry Gannon    | Bureau of Prisons       |
| 6. David Weydert   | Bureau of Prisons       |
| 7. Johnnie Bgyart  | Bureau of Prisons       |
| 8. Robert Hansen   | USFWS                   |

**Meeting recorded and placed to file on June 10, 2010**

**John W. Hoffman  
Chairman FFSHC**

MEMORANDUM FOR TWIN CITIES FIELD SAFETY HEALTH COUNCIL MEMBERS  
(FFSHC)

FROM: FFSHC President, Mr. Rob McGinn (via FFSHC Secretary - Jan Dalton)

SUBJECT: FFSHC Quarterly Meeting Minutes

1. Date and time: Thursday, September 9, 2010, 1:00 – 2:00 pm. Location: Sixth Floor, Room 600, Regional Director's Conference Room, Bishop Henry Whipple Federal Building, St. Paul. Chairperson/President: Mr. John Hoffman
2. Twin Cities Field Federal Safety and Health Council President, Mr. John Hoffman, welcomed attendees to the meeting.
3. There was no old business presented.
4. OSHA Regional Director, Mr. Mark Hysell, was unable to attend the meeting; therefore there was no Federal OSHA report.
5. US Fish & Wildlife Safety and Occupational Health Specialist, Mr. Rob McGinn, provided a power-point presentation and overview of his two, two-week trips to the gulf in response to the oil spill. Mr. McGinn explained that the biggest issue was oil damage to the brown pelican due to MC252 oil. This oil creates a light oil sheen and a heavy crude oil areas. The light sheen oil collects on the birds over time when they dive into the water after fish. The heavy crude oil coats the birds when they land on it or dive into it. Some individuals believe the brown pelican (and gulls) see the shimmering of the oil and it's a fish. The result is birds that become heavily coated in oil. Some of the safety issues Mr. McGinn deal with during his "deployment" to the gulf coast were food related. Mold was discovered on hamburgers being supplied to the workers. Additional hazards were heat stress and heat stroke, bad golf cart drivers, and bad water.
6. Federal Executive Board announcements were presented by Mr. Ray Morris. Mr. Morris mentioned a table top exercise—Vehicle Borne Improvised Device—which the FBI will be involved in.
7. New Business:
  - a. Nominations were made and elections were held for the new FFSHC Officers. The newly elected officials are: Mr. Rob McGinn - Chairman. Ms. Jan Dalton will remain as the Secretary.
  - b. There were no volunteers for a presentation at the next scheduled meeting.
8. Date and time selected for the next FFSHC meeting is Thursday, 9 December 2010, at 1:00 pm in Room 600, Bishop Henry Whipple Federal Building.

//signed//  
Jan Dalton  
Secretary, FFSHC

**Twin Cities Field Federal Safety and Health Council (FFSHC)  
Quarterly Meeting Agenda  
Thursday, September 09, 2010  
1:00 – 2:00 pm**

**Sixth Floor, Room 600, Regional Director's Conference Room, Bishop Henry Whipple Federal Building, St. Paul**

- I. Open Meeting – John Hoffman  
Welcome and opening comments**
- II. Old Business - none**
- III. Federal OSHA Update: Mr. Mark Hysell**
- IV. Connecting Employees with Safety  
Rob McGinn: Slide Presentation: "Gulf Oil Spill-Then and Now"**
- V. Federal Executive Board Announcements – Mr. Morris comments**
- VI. Other Business:**
  - Nominations and elections of new FFSHC Officers.
  - Discussions for upcoming meeting topics. "All volunteers for future safety presentations will be accepted."
- VII. Close Meeting**

**Next Meeting: Thursday, December 09, 2010, 1:00 – 2:00 pm  
Location: Bishop Henry Whipple Federal Building, Room 600**

MEMORANDUM FOR TWIN CITIES FIELD SAFETY HEALTH COUNCIL MEMBERS  
(FFSHC)

FROM: FFSHC President, Mr. Rob McGinn (via FFSHC Secretary - Jan Dalton)

SUBJECT: FFSHC Quarterly Meeting Minutes

1. Date and time: Thursday, December 9, 2010, 1:00 – 2:00 pm. Location: Sixth Floor, Room 600, Regional Director's Conference Room, Bishop Henry Whipple Federal Building, St. Paul. Chairperson/President: Mr. Robert McGinn
2. Twin Cities Field Federal Safety and Health Council President, Mr. Rob McGinn, welcomed attendees to the meeting.
3. There was no old business presented.
4. Federal Executive Board announcements were presented by Mr. Ray Morris:
  - a. On 11 January 2011, at the Bishop Henry Whipple Federal Building and presentation will be held on Emergency Preparedness. The event begins at 0730 hours, and will be held in room G110. Presentations from various agencies on various subjects will include the District Nuclear Detection Office (DNDO); Cyber Security Program; FBI and TSA.
  - b. On 29 and 30 January 2010, the Government on Display event will be held at the Mall of America.
  - c. Annual Diversity Day is 29 March 2011. This is the last time this event will be held at the Bishop Henry Whipple Federal Building and will be excellent opportunity training for diversity standards.
  - d. Civil Servant of the Year luncheon to be held on 6 May 2011 at the Crowne Plaza River Front – downtown St. Paul.
  - e. The Federal Executive Board is now the POC and organizer of several training programs which formerly belonged to the VA. Those programs include Red Cross (CPR & AED), Heart Association (CPR & AED), and National Safety Council (Defensive Driving). If you have other training requirements, please let Mr. Ray Morris know and he will assist in setting up training.
5. OSHA Regional Director, Mr. Mark Hysell, was unable to attend the meeting; Ms. Mary Bauer spoke on his behalf. Ms. Bauer discussed the recent distracted driving presentation given at the Duluth Field Federal Safety Health council. Also mentioned was the dedicated (OSHA) web site on distracted driving; Federal Agency targeting program; Federal inspections; Voluntary Protection Program (Bloomington Post Office is the newest site); Federal incentive/report program. Ms. Bauer also offered to teach an OSHA record-keeping class if needed, as well other training and presentations offered by OSHA's outreach program.
6. US Fish & Wildlife Safety and Occupational Health Specialist and Field Federal Safety and Health Council President, Mr. Rob McGinn, provided new information on The Presidential POWER Initiative – Protecting Our Workers and Ensuring Reemployment. This program replaces the SHARE program which was directed under the Bush Administration. The emphasis of the POWER Initiative is to reduce workplace injuries and illnesses. The plan covers fiscal years 2011 through 2014. The initiative is detailed as follows: The POWER Initiative will extend prior workplace safety and health efforts of the Federal Government by setting more aggressive performance targets, encouraging the collection and analysis of data on the causes and consequences of frequent or severe injury and illnesses, and prioritizing safety and health management programs that have proven effective in the past" (BARACK OBAMA MEMORANDUM FOR THE HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES, 2010).

7. New Business:

- a. Mr. McGinn established the Twin Cities FFSHC meeting and training schedule for 2011.

	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
Meeting Date/Time	Thursday 10 March 2011 1:00 pm – 2:00 pm	Thursday 9 June 2011 1:00 pm – 2:00 pm	Thursday 8 September 2011 1:00 pm – 2:00 pm	Thursday 8 December 2011 1:00 pm – 2:00 pm
Meeting location	Bishop Henry Whipple Federal Building	<b>To Be Announced Options on the table are 934 AW Officer's Club</b>	<b>To Be Announced Options on the table are 934 AW Officer's Club</b>	<b>To Be Announced Options on the table are 934 AW Officer's Club</b>
Presentation	<ul style="list-style-type: none"> <li>• Arc Flash Standard and Hazards</li> </ul>	<ul style="list-style-type: none"> <li>• Distracted Driving</li> </ul>	<ul style="list-style-type: none"> <li>• Top 10 OSHA Violations</li> <li>• Safety &amp; Health Committees</li> </ul>	<ul style="list-style-type: none"> <li>• Slips/Trips and Falls</li> <li>• Back Safety</li> </ul>
Presenter	MN OSHA Mr. Bob Durkee	MN Safety Council Lisa Kons		

8. Date and time selected for the next FFSHC meeting is Thursday, 10 March 2011, at 1:00 pm in Room 600, Bishop Henry Whipple Federal Building.

//signed//  
Jan Dalton  
Secretary, FFSHC

**Twin Cities Field Federal Safety and Health Council (FFSHC)**  
**Quarterly Meeting Agenda**  
**Thursday, December 9, 2010**  
**1:00 – 2:00 pm**

**Sixth Floor, Room 600, Regional Director's Conference Room, Bishop Henry Whipple Federal Building, St. Paul**

- I. **Open Meeting – Robert McGinn** *Rob McGinn opened the meeting*  
**Welcome and opening comments**
  
- II. **Old Business - none**
  
- III. **Federal OSHA Update: Mary Bauer**
  
- IV. **Protecting Our Workers and Ensuring Reemployment**
  - 1. **Reducing Total Injury and Illness Rates;**
  - 2. **Reducing Lost Time Injury and Illness Case Rates;**
  - 3. **Analyzing Lost Time Injury and Illness Data;**
  - 4. **Increasing the Timely Filing of Workers' Compensation Claims;**
  - 5. **Increasing the Timely Filing of Wage-Loss Claims;**
  - 6. **Reducing Lost Production Day Rates; and**
  - 7. **Speeding Employees' Return to Work in Cases of Serious injury and illness.**
  
- V. **Federal Executive Board Announcements – Mr. Morris comments**
  
- VI. **Upcoming Training: ????**
  
- VII. **Other Business:**

**Discussions for upcoming meeting topics. "All Volunteers for future safety presentations will be accepted."**
  
- VIII. **Close Meeting**

**Next Meeting: TBD –**

**Suggested Date/Time: Thursday, March 10, 2010, 1:00 – 2:00 pm**

**Location: Bishop Henry Whipple Federal Building, Room 600**