

**MINUTES**  
**OGS/PEF HEALTH & SAFETY COMMITTEE MEETING**  
**March 21, 2007 @ 9:30 a.m.**  
**39<sup>th</sup> Floor/Human Resources Management Conference Room**

**Attendees:**

<p><b>Management:</b></p> <p>James Barron, Labor Relations Carol McClellan, Labor Relations Larry Enoch, Agency Safety and Health Harry Williams, D&amp;C</p> <p><b>Absent:</b> Dan Cunningham, Director, HRM</p>	<p><b>PEF Division 179:</b></p> <p>Joe Laviano, Council Leader Joe Kowalski, H&amp;S Chair Owen Byrne, Steward Geraldine Stella, PEF H&amp;S</p> <p><b>Absent:</b> Greg McBride, Assistant Council Leader Tom Capone, Field Representative Robert Doyle, Treasurer &amp; Steward</p>
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**Item 1:                      *Automated External Defibrillator Project***

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***Background***

On 11/29/06 Fred Polsinelli updated both PEF and CSEA on the status of the AED project.

***Summary of Discussions***

Metronics is the company that was awarded the bid to supply defibrillators to OGS. They had an internal issue, which has delayed the distribution of the equipment for several months. When that time frame has passed, OGS will make a decision as to whether or not they will continue with the current company, or go to alternate companies. Joe Laviano asked about training to go along with the distribution of equipment. Larry stated that until we are positive as to which company will be supplying the equipment it is premature to train the volunteers.

***Agreements Reached/ Next Steps***

Once a decision has been made as to the supplier, OGS will execute appropriate training.

**Item 2:                      *Formation of Regional and/or Local Health and Safety Committees***

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***Background:***

PEF Representatives would like to develop local Health and Safety Committees. The committee will look into this development. Some ideas included using the current PEF Health and Safety Committee for the Albany area and establishing Health and Safety committees, for example, in the regional D&C work areas. There was discussion of merging these regional committees with CSEA since both contracts call for joint ventures for health and safety.

***Summary of Discussions:***

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Jim Barron stated that one problem with conducting these meetings is that there is limited management staff at some of the regions.

***Agreements Reached/Next Steps:***

Jim Barron to schedule a preliminary sub-committee meeting with PEF, LR and D&C to discuss the feasibility of conducting regional meetings which involve as many field staff as possible. This meeting is to be scheduled within the next two to three weeks.

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***Item 3: Asbestos Manual Update***

***Background:*** The manual has been prepared and is with DOL for their review.

***Summary of Discussion:*** OGS is prepared to “roll-out” the manual as soon as it approved by DOL. Joe Kowalski asked if we need to wait for the manual to administer supervisor training. Larry Enoch reported that it would be premature to train people without having approved guidelines.

***Agreements Reached/Next Steps:*** Jim Barron will follow-up with Program to determine if Code Rule 56 requires supervisors and Building Managers to have Asbestos Certification training.

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***Item 4: Building 7A – State Campus***

***Background***

DOL has conducted inspections regarding the condition of Building 7A.

***Summary of Discussions***

Larry Enoch has been informed that Program does not anticipate issuance of any violations

***Agreements Reached/ Next Steps***

Once DOL has reported their findings, appropriate steps (if any) will be taken.

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***Item 5: Building 5 – State Campus***

***Background***

Joe Kowalski reported that OHS (Federal) has been moving wires, ceiling tiles, etc. at Building 5 of the State Campus without input from OGS. Joe’s concern was mostly with OGS as a Facility owner should be more responsible in maintaining their facilities. Ceiling tiles were out, floor tiles were broken and crumbling, areas had been ransacked and that a thorough clean up should have been done when DOT left, not years later.

***Summary of Discussions***

Larry Enoch spoke to Andy Papale regarding this issue, and found that no work was being performed by OGS at Building 5. Private contractors were hired by OHS, and they were only to remove partitions.

***Agreements Reached/ Next Steps***

OGS will continue to monitor this issue.

**Item 6: Testing for TB and Hepatitis C**

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***Background***

Owen Byrne reported that there are many OGS employees who work directly out of Correctional Facilities. These employees do not feel that they are protected from TB and Hepatitis C.

***Summary of Discussions***

Larry Enoch felt that these employees are not at risk to these two diseases. It was agreed that Hepatitis C is not a concern, but employees should be offered the opportunity to be tested for TB. If an employee believes to have come in contact with Hep C, they need to report it to the workers' compensation number, and be tested immediately.


***Agreements Reached/ Next Steps***

Jim Barron will look into the feasibility of having employees working in Correctional Facilities tested for TB. Larry Enoch will conduct training at D&C Regional meetings to educate employees as to these situations.

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**Next Scheduled Meeting: Wednesday, June 20, 2007 @ 9:30 a.m.  
Meetings are held quarterly and will appear on Committee members' calendars.**

These minutes have been reviewed and approved by the co-chairs.

  
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Joseph Kowalski  
PEF Co-Chair

  
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Daniel Cunningham  
Management Co-Chair

Vdrive/labor relations/PEF H & S