

UNITED STATES DEPARTMENT OF THE INTERIOR
Bureau of Land Management
Oregon State Office
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To: DMs, DSDs, Staff and Branch Chiefs

From: Deputy State Director for Management Services

Subject: Oregon/Washington State Safety Council Meeting Minutes

Attached are the minutes from the January 27, 2003 meeting held at the OR/WA State Office in Portland, Oregon.

Any questions concerning these minutes should be directed to Jim Chandler, OR/WA State Safety manager at (503) 808-6249

Districts with Unions are reminded to notify their unions of this IB and satisfy any bargaining obligations before implementation. Your servicing Human Resources Office or Labor Relations Specialist can provide you assistance in this matter.

Signed by
John K. Keith
Associate Deputy State Director
For Management Services

Authenticated by
Mary O'Leary
Management Assistant

1 Attachment(s)

1 - [January 27, 2003 State Safety Council Minutes](#) (5pp)

Distribution

WO-740
OR-910 (Chuck Wassinger)
OR-950 (Kathy Eaton, Jim Chandler)
OR-090 (Julia Dougan)
OR-050 (Barron Bail)
OR-116 (Howard Hunter)
OR-130 (Mike Sweeny)
OR-030 (Steve Coley)
OR-934 (Bill Bulger)

**STATE SAFETY COUNCIL
MEETING MINUTES
Host: Oregon State Office
January 27, 2003**

Attendance:

Chuck Wassinger - Associate State Director
Kathy Eaton - Deputy State Director for Management Services
Julia Dougan - Eugene District Manager (Chairperson)
Barron Bail – Prineville - East Side District Manager
Doug Parker – Medford - West Side Line Supervisor Representative
Mike Sweeny – Spokane - East Side Line Supervisor Representative
Steven Coley – Vale - East Side Non Supervisor Representative
Cruz Garcia – Spokane District Safety Manager
Dick King – WO, BLM Safety Program Manager
James Chandler - State Safety Manager (Recorder)

Agenda

- Introductions
- Accident Trend Analysis
- What’s Happening Nationally

Chuck Wassinger opened the meeting at 1:00 p.m. welcoming new members and thanking Dick King for coming from the Washington Office for the meeting. Chuck emphasized the importance of the Council and encouraged members to participate fully.

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DISCUSSION
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Since this was the first meeting for many of the non-permanent members, much of the meeting was devoted to a review of the State Safety Council Charter and orientation to the Council. Mr. Chandler reviewed the pertinent Law, CFRs, DOI, and Bureau Manuals and regulations regarding employee safety and health. The State Safety Council Charter is located on the State Safety website at: <http://web.or.blm.gov/safety/>. Select the Safety Committees button on the left side of the screen to find the Charter. It was suggested that a training outline similar to that of Collateral Duty Safety Officers be developed for Safety Committee/Council members. The State Safety Manager will look into this and get back to the Council.

Safety Program Rating Guide

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BLM Safety Programs are rated against the Six Essential Safety and Health Program Elements listed in the BLM Manual 1112-1, Safety, using a simple Green, Amber, and Red rating guide. Green means that all program elements are in place and functioning properly; Amber means that

Attachment 1-1

all program elements in place, but not effectively implemented, or only some program elements in place. Significant work is still required; and Red means that little if any required elements are in place and/or effective.

- **BLM Program Rating:**

Regulations/Policy/Guidance	Amber
Training/Education	Amber
Safety Inspections	Amber
Safety Promotion/Awards	Red
Recordkeeping/Accident Investigation	Amber
Program Analysis/Evaluation	Amber

• **OR/WA BLM Program Rating: ***

Regulations/Policy/Guidance	Green
Training/Education	Green
Safety Inspections	Green
Safety Promotion/Awards	Amber (Working on Statewide Program)
Recordkeeping/Accident Investigation	Green
Program Analysis/Evaluation	Amber (Not all District Safety Offices are conducting a Safety Program audit each year using the PMR Checklist)

*The OR/WA Program Rating is a result of an internal review. The WO reviewed our program in the August 2000 and gave us a Green rating across the board.

Dick King recommended that we look at developing a Customer Questionnaire to determine what our customers think about our program. New Mexico has a good process for this. The State Safety Manager will look at that and get back to the Council at the next meeting.

- **Accident Experience Review/Cumulative Comparison. 1st Quarter FY 2003.**

- Note: All Statistical Data is drawn from the DOI SMIS database.

• **Personal Injury/Illness**

	01 Oct 02 - 31 Dec 02	01 Oct 01 - 30 Dec 01
Total Injury Cases	12	16
Total Illness Cases	1	2
Fatalities	0	0
Lost Time Cases	6	5
No Lost Time Cases	7	13
Days Away From Work	26	26

Attachment 1-2

• **Vehicle Accident Experience**

Accident Experience Cumulative Comparison 1st QRT FY 2003

	01 Oct 02 - 31 Dec 02	01 Oct 01 - 31 Dec 01
Total Incidents	7	4
Total Costs	\$7,796	\$4,408
Average Cost	\$1,113	\$1,102

Inattention and speed[ing] to fast for conditions are still the primary cause of our accidents. Supervisors must lead by example and safety briefings must include warnings about excessive speed.

CASHE Condition Assessments

The FY 2002 update to CASHE audits in OR/WA completed in October 2002 shows that three of our Districts were reported in “good” safety, health, and environmental condition as defined in the Performance Measure Data Specification 01.04.01.04. For a District to be reported in “good” condition, they must have had no more than 3 high priority CASHE findings open. For FY 2003 that number will fall to 2 high priority findings; for FY 2004 to one and finally to zero in FY 2005. All findings during a CASHE audit are prioritized with Risk Assessment Codes (RAC Codes) for Safety findings and Priority Level Codes for Environmental findings. More serious findings are given a higher RAC Code or Priority Level Code.

In accordance with OR/WA IM No. OR-2003-039, the State Safety Council reviewed the status of open high priority CASHE findings. The table below reflects what was reported to the DOI for OR/WA under Performance Measure Data Specification 01.04.01.04.

Office	Priority IB	RAC	Reported “Good”
Burns	3	0	YES
Coos Bay	6	0	
Eugene	3	4	
Lakeview	10	0	
Medford	4	2	
Prineville	4	0	
Roseburg	3	0	YES
Salem	0	0	YES
Spokane	5	0	-
Vale	20	0	-
OSO	N/A	N/A	-

A comment was made that CASHE abatement funds were for Environmental abatement projects only - this is not the case, the funds may be used for any approved abatement project.

Attachment 1-3

People, Victories, and Challenges

Jim Chandler gave a quick overview of some People, Victories, and Challenges associated with the OR/WA Safety Program. He emphasized that we have Professional Safety Managers at each District, the State Office, and Fire and Aviation. Our Safety Program is the best in the Nation because of them. We routinely provide leadership and technical guidance on nationwide issues. One member commented that we need more management involvement in Safety at the field level.

Some of our victories are the establishment of full time safety professionals at each District, participation and influence in the development of a comprehensive national BLM Safety Program, and the development of a comprehensive Risk Management Program that was adopted nationally. Our reward has been a declining Lost Time Accident Frequency Rate.

We still have challenges. There has been a lot of change in the BLM Safety Program; Safety Managers are responsible for Continuity of Operations, the CASHE Program now includes safety as a primary area of the inspection, Interagency Offices are being developed in several Districts, and budgets are being cut at an alarming rate. In these

times of change we must continue to help our managers provide a safe workplace for all of our employees.

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National Office Briefing

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Dick King, WO BLM Safety Program Manager, conducted a comprehensive review of the National Safety Program, recent accomplishments, OWCP Costs, and Goals. It was interesting to note that the majority of our accidents were in the Natural Science (04) career fields. They accounted for a total of 54% of all BLM injuries. Direct costs of all injuries were (i.e. OWCP Chargeback and Equipment Damage costs) was a staggering \$7,742,509 for FY 2002. The WO report card included the completion of several long term projects: The revised BLM Handbook 1112-1 was issued, Risk Management is being monitored for implementation and is doing at least as well as was expected, Serious Accident Investigation protocols are being developed and training classes conducted, Safety for Supervisors Course was developed and broadcasted to a huge BLM audience, and the Bureau's Safety Program material weakness was corrected. Mr. King's entire briefing can be viewed on the State Safety Website at <http://web.or.blm.gov/safety/> under the Safety Committees button on the left side of the page.

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Closing Remarks

Chuck Wassinger made closing remarks and thanked everyone for their time, particularly the new members and Dick King. Chuck emphasized that he strongly supports Safety and holds managers accountable for their safety performance.

This was the first meeting for the new Chair of the Council, Julia Dougan, Eugene District Manager. She thought that it was important to get the Council grounded in their new role and give them a basic understanding of the status of the OR/WA and BLM Safety. In a brief discussion about Safety Awards, Julia recommended that the Council review what types of award programs are in effect in the Districts to see if they would work Statewide. The State Safety Manager will follow-up on this.

Attachment 1-4

Dick King said that we have a good strong safety program that is well supported and influential nationally. He acknowledged this was due largely to the strong safety managers in the Districts and strong support from management.

Next Meeting

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The next meeting will be in Coos Bay on Monday, April 14, 2003. Exact time and location is to be determined.

