

**Statewide Safety Committee
Meeting Minutes
May 23, 2017**

Next Meeting: July 25, 2017 from 9:00 AM – 11:00 AM at 1526 K Street, 2nd Floor, Conference Room B

- I. Announcements
 - a. Shereece Dendy called the meeting to order at 9:00 AM and roll call was taken.
 - b. **Present:** Jonathan Potter (L), Sean Korgel (L), Melissa Buss (L), Eric Sergeant (M), Carrie Williams (M), Kevin Petska (L), Dennis Carraher (L), Grant Johnson (M), Deb Home (L), Amber Brannigan (V), Julie Lowry (V), Shereece Dendy (M)

- II. Approval of minutes from last meeting
 - a. The Committee voted to unanimously approve the March 28, 2017 minutes.

- III. Discussion of Open Issues
 - a. New Members
 - i. Johnathan Potter: has been with BSDC for 12 years, Direct Care Supervisor, Behavior Support Specialist, Behavior Support Team, Safety Committee for 2-3 years.
 - ii. SCATA member—Melissa Buss: has been with Community Corrections Center-Omaha for 18 years, last 8 years as teacher.
 - iii. SCATA member—Sean Korgel: has been with YRTC for 10 years.
 - b. Amber Brannigan, State Building Division (SBD)
 - i. State Building Division Manages the following spaces:
 1. State Space—quick response for maintenance as staff is on-site.
 2. Commercial Space—Agency reaches out to SBD who then reaches out to building owner for repairs.
 3. County Space—statutorily required to give space to State Agencies, hardest to maintain.
 - a. If there are unsafe conditions—SBD will put pressure on the county and work with the owner to mitigate risk.
 - b. Because the space is free for the State, it is difficult to move Agencies out of the space.
 - c. SBD will continue to work with the Counties to address the issues.
 - d. Workers in the buildings need to be consistent in submitting their concerns so a better case can be built to be brought to the space owner to fix the issues.
 - ii. No “Unsafe Buildings”, but there are challenging buildings.
 - iii. Space between Scottish Rite Temple and Parking Garage—drainage causes ice build-up and there are slip/falls there. Amber will look into potential solutions.
 - iv. State Building Division Contacts: Greg Hood—Leases, Mark Craft—State Owned Buildings.

- c. Reporting Unsafe Conditions Forms
 - i. Once completed, form will be submitted to Statewide Safety Committee.
 - ii. Statewide Safety Committee Email isn't currently working—helpdesk ticket is open to get fixed.
 - iii. Add a fax number to form if employee wants to submit form anonymously—form will be handled the same whether submitted anonymously or not.
 - iv. Put form on Statewide Safety Committee website—give option to submit electronically so form does not have to be printed out.
 - v. Add checkboxes to see if the Agency has a system to report the issues and if they have already reported it to their Agency with the “Was Someone Notified of the Hazard?” section.
 - vi. Add note that they can include their Agency in the email when sending it to the Statewide Safety Committee.
 - vii. Some employees may not want to go to the work of filling out a more detailed form—possibly have two forms, a short checklist and the more detailed form.
 - viii. Send out updated version of form (with fax number) to Agencies to make available to employees.
- d. Review of Workers' Compensation Data – Look for Patterns
 - i. “Not Otherwise Classified” claims—problems with historical data, HR not selecting what the injury was.
 - ii. DHHS Workers' Comp contacts will work with BSDC on what data they need to continue tracking claims to create safer working conditions.
 - iii. Called Dave Bartko to discuss trends and how to move forward.
 - 1. Injury Prevention Plans—are they being implemented? Do Agencies have a Safety Committee in place?
 - 2. Have Agencies develop a plan to reduce their top injuries/claims.
 - 3. Show Agencies that if they can reduce claims by “X” amount they can save “\$X”.
- e. Other
 - i. Make the Statewide Safety Committee more known and accessible to all State employees.
 - 1. Shereece will check with Director to see if we can reach out to all employees to let them know the SWSC is here.
 - 2. Add a Statewide Safety Committee link to the Nebraska.gov website.
 - ii. DAS Safety Committee
 - 1. Working with National Safety Council for CPR/AED Certification.
 - 2. Sign up in the Employee Development Center, cost is \$19 for State Employees.

IV. Adjournment

- a. Adjourned the meeting at 10:54 A.M.

Minutes submitted by: Julie Lowry

Key: (M) = Management member, (L) = Labor member, (V) = Volunteer/Visitor member