



Minutes

VPP Steering Committee

Meeting Date: August 28, 2003

Meeting Time: 2:00-4:00

Meeting location: Sigma 2/Steelhead Rm.

Type of meeting:	VPP Steering Committee
Note taker:	Pat Wright
Attendees:	Steve Barraclough, Landon Walker, Russ Meicenheimer, Mike Tinker, Janice Haney, Elwood Lepel, Vern Madson, Larry Musen, Michele Friedrich, John Reck, Tom Marshall, Peggy Williams, Roby Enge, Ted Pietrok, Roger Briggs, Bob Gruel, Cindy Caldwell, Nancy Isern, Pat Wright

Agenda Topics

- **Craft Resources Accident/Injury Report Status:** Cindy Caldwell gave a preliminary report based on the study by Mike Zentner that will soon be published. Relatively few crafts and injury types account for a large and increasing share of F&O injury rates, which are also increasing. Other issues include an aging workforce, illnesses, management changes, and personnel error. A major conclusion is that the upward trend in minor events coincides with the end of a safety incentive program and the beginning of the VPP program (which emphasizes safety and event reporting). A subcommittee will be formed to look into possible actions.
- **VPP Picnic:** Janice Haney gave a close-out report on the annual VPP staff appreciation picnic that was held August 7. About 1160 staff attended. Response to the picnic was very positive. ISM and ISO 14001 outreach benefited from the picnic.
- **PNNL/VPP Awareness Signs:** Vern Madson announced a possible new initiative that has been suggested to develop three or four outdoor signs that announce PNNL as a VPP Star site (as opposed to the indoor posters that have been developed the last couple of years). A subcommittee will be identified to look into this idea.
- **OSHA Visit:** Vern Madson and Roby Enge announced that 22 OSHA compliance officers will be on site between September 14-23 to do a baseline inspection of PNNL. VPP has been asked to be available to support the effort (level of effort has not yet been finalized). A similar effort might be in order for the November visit by DOE-EH Office of Oversight and Assessment.
- **PNNL VPP Annual Program Evaluation:** Vern Madson announced that the Program Evaluation effort will begin with the new fiscal year. The assessment team will be recruited from Steering Committee members and perhaps some other worker representatives from other (non-PNNL) organizations. Chub Bowers will again lead the effort.
- **Staff Recognition Awards:** Vern Madson announced that we will again be conducting a survey that will result in giving staff the opportunity to obtain a Recognition Award for their participation in the survey and the VPP program. Options will be brought to the Steering Committee for approval.
- **VPPPA National Conference:** Vern Madson announced that the VPPPA National Conference will be held at Marriott Park Hotel, Washington DC, September 8-11. Six VPP Steering Committee members will attend. Also, Roby Enge, Peggy Williams, and Ray Sadesky will represent management. Attendance at the various breakout sessions will be shared between PNNL representatives. We will also be coordinating with other Hanford contractors. Dave Jackson of FH will be running for the board. Hanford contractors are receiving awards for Outreach and Innovation.

Subcommittee Reports

- **AEDs:** Pat Wright reported that twenty-four units have been ordered and will be deployed to facilities early next year.
- **Blood Pressure monitors:** Elwood Lepel reported that two new blood-pressure units have been procured and installed at EMSL (near Dr. Bill's Bistro) and ISB-2. The one at 3760 will be left there for the time being. Concerns about public view of the machines while they are in use have been voiced. The new units have been configured so the readouts can not be easily viewed by passers-by and the others will be similarly rearranged. It has been suggested that we locate one Sequim. Other locations where we would like to put them are 350, RTL, and 2400 Stevens.
- **Charter:** Nancy Isern reported that the charter committee has finished the charter and recommends that the VPP Steering Committee recommend it for approval by Len Peters and Tom Schaffer. An appendix will be prepared for process-related issues. A motion was made and passed to approve recommendation of the charter. A signature sheet will be routed for Steering Committee approval.
- **Accident Investigation Support:** Mike Tinker reported that the subcommittee has had one more meeting and the effort is ongoing.
- **Budget Committee:** Russ Meicenheimer announced that we are 75% spent. After all expenses are in we will determine how much we can spend for Staff Recognition awards.

Outreach Activities

- No outreach to report this month.

Announcements

- Elwood Lepel noticed that the holders for the Porcelain Press holders in 329 are showing some damage and need to be replaced. Contact Rob Boy for replacement.
- Len Peters congratulated the Steering Committee on the picnic. Very good photos of Len and Don Boyd were taken.
- The Safety & Health Expo WILL be held next year April 27-28, 2004! Planning will begin in January.