



Minutes

VPP Steering Committee

Meeting Date: October 30, 2003

Meeting Time: 2:30-4:00

Meeting location: Sigma 3/Sky Rm.

Type of meeting:	VPP Steering Committee
Note taker:	Pat Wright
Attendees:	Steve Barraclough, Landon Walker, Mike Tinker, Cliff Wynn, Julie Fisher, Janice Haney, Steve Goheen, Alice VerSteeg, Vern Madson, Noble Atkins, John Reck, Michele Friedrich, Russ Meicenheimer, Sue Gulley, Drue Collins, Ray Sadesky, Ted Pietrok, Bob Gruel, Roby Enge, Nancy Isern, Susan Nelson, Pat Wright

Agenda Topics

- **Welcome New Members:** Nancy Isern introduced and welcomed the following new members: Julie Fisher/Communications, Steve Goheen/NSD, Sue Gulley/Administrative workers.
- **Construction Contractor Accident/Injury Rates:** Ray Sadesky asked that this item be deferred until November.
- **PNNL VPP Annual Program Evaluation:** Vern Madson reported that the program evaluation effort is underway. It is scheduled to be completed by the end of the CY and the final report will be submitted to DOE before February 15, 2004.
- **Craft Resources Accident/Injury Assessment:** Vern Madson announced that a path forward to address the Craft Resources Injury/Illness trend has been identified. Bruce Madson will help Craft Services management and staff develop an improvement program. Bruce visited the Lab last Thursday and future visits are being scheduled.

Subcommittee Reports

- **AEDs:** Don Quilici and Larry Maples are working on deployment
- **Charter:** Nancy Isern reported that we are setting up a meeting with Len Peters to get the final signature. A value proposition has been prepared and the VPP Steering Committee chairs will be briefing him on it. Nancy will get the “appendix” activities going after the charter is complete.
- **Accident Investigation Support:** Mike Tinker reported that the subcommittee would like to develop a Porcelain Press article on the critique process. They are also considering whether training a cadre of VPP Steering Committee members to support staff who are involved in critiques would be a good idea.
- **Budget Committee:** FY04 budget has been approved at the same level as last year. A similar budget as last year is planned for this year. A report is available from Russ. The invoice for VPPPA dues for this year have been received and are being paid (\$2500).

Outreach Activities

- Russ reported that the VPP Steering Committee supported the Laboratory’s Halloween event by donating glow-sticks for the kids for night-time safety.

Announcements

- Negotiations will tie up some of the bargaining unit VPP Steering Committee members. Some procurements may be made early this year to anticipate that.
- The IOPS special addition of the Porcelain Press has been very well received.
- The Focused Safety Management Evaluation is scheduled for November 10-20. This DOE HQ evaluation team will be assessing our ongoing performance in Integrated Safety Management under the Department of Energy Acquisition Regulations contract clause. Approximately 16 assessors will be on-site for two weeks looking into how we manage safety at PNNL. VPP Steering Committee members may be involved in some of the interviews.
- Roby discussed the Office of Science initiative to reduce injury/illness rates for science Laboratories. Roby assured the VPP Steering Committee that we (PNNL) will continue to do the right thing and avoid incentivizing non-reporting of injuries and illnesses, which can be a consequence of strong focus on numbers without a commensurate focus on culture.
- Noble Atkins reported that Bechtel will be moving ahead with their VPP application. We may be contacted for support with the On-Site review of Bechtel's VPP Program.
- Julie Fisher reported that she has been contacted by numerous staff who want to sponsor articles in the Porcelain Press. Julie is also looking for input regarding suggestions for improving the VPP website. Notes from the VPPPA National Conference will soon be posted.