

Safety Committee Minutes
March 28, 2014
Defiance, Iowa

The FSC safety committee met on Friday, March 28th, 2014 at the Defiance FSC shop break room. In attendance were Bob Bruck, Tom Grote, Ron Stitz, Steve Gawley, Mike Evers, Suzy Wear, Paul Hocamp, Jodi Gubbels, Steve Jorgensen, Steve Hall, Lance Axland, Mark Klein, TJ Keane, Angel Jepsen, Pam Gubbles, Bob Gubbles, Gary Jahn, and Audrey Petersen.

Tom Grote opened the meeting by thanking everyone for taking the time to attend the meeting. Tom Grote and Mike Evers then discussed the new spill/releases procedures FSC has adopted as a result of a recent gas spill at the Harlan card trol site. Mike distributed a hard copy of the procedures to the group and instructed them to take the information back to their location. Tom also informed the group of coffee break spill training that can be taken through RCI. An Iowa Spill Response handout was also distributed to the group. Gary Jahn also stressed to the group that if anyone is ever in doubt about whether or not to report a spill to the DNR, they should report it. The reason being, the authorities should be reporting all spills to the DNR so FSC doesn't want a spill to be reported to the DNR by the authorities and not an FSC representative.

Tom Grote then distributed a spring maintenance checklist to the location managers in attendance. The checklist is an audit that aids a manager in ensuring his location and personnel are in good working order before the busy spring season gets underway.

Bob Bruck then passed out a list of all the work comp injuries thus far in the fiscal year. The group then discussed the injuries and how they may have been prevented. In particular, the group discussed the possibility of having all potential operations employees take a pre-employment test to ensure they can perform the job duties and also possibly identify pre-existing health issues. Gary reminded the group that all positions within FSC need to have a job description so potential new employees know exactly what will be required of them. Tom Grote also informed the group that in the event of an accident or injury, the employee must be transported to the hospital for the required drug and alcohol testing. The employee cannot drive to the testing facility on their own.

One injury on the list was reported 2 weeks after the injury occurred. Bob reminded the group that all injuries should be reported to him within 24 hours.

Suzy Wear then gave the group an update on employee safety training within the RCI system. If group safety training is being done, the signup sheet should be sent to Suzy and she will update RCI. Part time employees are also required to be trained in safety; however, they are not eligible for the safety incentive bonus.

Tom Grote attended a recent safety directors meeting where a presenter talked about security. Tom shared some of this information with the group. Tom posed several questions to the group regarding the security at our locations. Are outside tanks being locked up, are locks periodically changed, are keys distributed to employees logged, etc.

The last item discussed was the new MDS sheets (formerly called MSDS). If a computer is not readily available to look up a MDS, a hard copy log of MDS sheets must be available for all products FSC handles.

Tom Grote closed the meeting by sharing with the group that April is distracted driving awareness month. Please refer to FSC's employee policy on driving a company vehicle and cell phone usage.