



JEFFERSON LAB EH&S COMMITTEE MEETING

February 6, 2004

9:00 AM - 10:00 AM, ARC 428

JEFFERSON LAB EH&S Committee Members:

Carter Ficklen (Acting Chairman)
John Kelly

Robert May
Dennis Skopik
Sandy Prior

JEFFERSON LAB EH&S Committee Advisors:

Bruce Ullman

Other Representatives:

Note: Other representatives, including those listed below, are welcome to attend the meetings.

Linda Even
Hugh Williams
Eric Hanson

Jennifer Williams
Rusty Sprouse
Barbara Morgan

1. Agenda was accepted as written. Carter Ficklen was acting chairman for this meeting.
2. Eric Hanson presented the following Slip/Trip/Fall Prevention recommendations developed by the January 28th ice slip injury investigation team.
 - a. When announcing the closure of the lab for bad weather (particularly snow and ice) employees could be reminded to take extra care upon returning because of changed environmental conditions. They should be reminded to use cleared paths to buildings.
 - b. The lab should consider whether the team of four people assigned to snow clearance is adequate to implement the present snow clearance plan.
 - o Rusty Sprouse, of Facilities Management, spoke to his staff about snow and ice clearance. One of the criteria of re-opening the lab is that buildings and parking lots are accessible. Subcontractors are called in to facilitate the clean up and actions proceed according to the "Snow Removal Plan" agreed upon by Director's Council. Rusty will send this plan around again for comment and lessons learned from this recent event will be incorporated into this plan.
 - c. When snow is forecast, the lab could be more proactive in deploying sand / de-icer supplies to the secondary entrances and work areas of the site. This would provide a means for employees themselves to attend to their local snow / ice conditions without waiting for Facilities Management. Perhaps Safety Wardens / Building Managers could assist in this task.
3. John Kelly provided the attached handout describing grippers for shoes. It was agreed that these should be made available ASAP to the snow removal team. This handout will also be posted on the Emergency Management Web Page. John Kelly will explore the possibility of including these devices in the safety shoe truck.

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4. Bruce Ullman distributed updated ITP "Expiration/Never-Taken" summaries to the various division EH&S Department Head. It was noted that progress is being made to maintain the ITPs and if there were any questions that supervisors should call Bruce Ullman.
5. The fourth quarter 2003 Test Lab sewer discharge pH level was found to be below normal levels. It is not a violation, however, it is a concern. Systems have been evaluated and the readings were verified. The cause for this variance is unknown but it could be a result of abnormal circumstances. The City of Newport News has come out and cleaned the line and subsequent readings have been normal. It has been suggested that an automatic pH Meter be installed so that future abnormal occurrences may be rectified before they become a concern.

The Institute for SRF plan to install an automatic pH meter was concurred with by the EH&S Committee.

6. Dennis Skopik discussed LTT Training for Management and it was agreed that if managers performed these duties they were required to take the course on its regular schedule. If, however, they only supervised employees who performed these types of duties, they were required to read the EH&S Chapter pertaining to these duties. Bruce Ullman will look into incorporating a "Read LTT Chapter" reminder into the ITP system.

TO DO:

1. Rusty Sprouse to redistribute "Snow Removal Plan" for comments.
2. John Kelly to look into grippers for shoes for the snow removal team, possible stocking on the safety shoe truck, and posting the handout on the Emergency Management Web Page.
3. Bruce Ullman to continue updates of ITPs.
4. Bruce Ullman to incorporate a "Read LTT Chapter" reminder into ITP system.

Walking on Snow and Ice Safely

If you cannot avoid walking on snow or ice, here are a few key things that you can do to reduce the risk of falling:

1. Wear boots or overshoes with grip soles.
2. Take short to medium steps. In particularly icy areas, just shuffle your feet.
3. Keep your center of gravity over your feet. For example, do not step over curbs or piles of snow. Your feet are much more likely to slip when they are extended.
4. Avoid uneven surfaces like icy curbs, and remember that snow offers more traction than ice.
5. Your arms are an important factor in adjusting your balance. Don't walk with your hands in your pockets, and don't carry heavy loads.

For home and work, you might want to choose from a number of styles and brands of slip-on, ice-gripping accessories for shoes – men's and women's. Many outdoor sports equipment companies sell them. This is not a product endorsement, but here are some examples:

