DOL LEADERSHIP TEAM MEETING MINUTES
JUNE 7, 2011, 10:30 A.M.
CONFERENCE ROOM 205, LABOR BUILDING

Attendees: Commissioner Berry, Tina Morris-Anderson, John Baldwin, John Bogner, Jack Brinson, Art Britt, Kathryn Castelloes, Natalie Caviness, Tom Chambers, Tim Childers, Gina Cullen, Mike Daniels, Cliff Dautrich, Andy Frazier, William Gerringer, Jane Gilchrist, Jack Given, Jennifer Haigwood, Tammy Higgins, Phil Hooper, Felicia Hoover, Wanda Lagoe, Tiffany Lathan, Allen McNeely, Mike Morrow, Dolores Quesenberry, Frank Seiber, Nancy Swaney, Steve Sykes, Nick Vincelli, Anne Weaver, Allie Weller and Lee White.

Commissioner Berry welcomed team members. She stated she is scheduled to attend five safety award banquets this week.

Commissioner Berry visited with the manager of the Lowe's Sanford store which was destroyed by the recent tornado. She asked him how employees were able to keep their customers safe during the tornado and he stated it was because of their excellent safety training.

The Commissioner called Tim Childers over the Memorial Day weekend to report a chemical fire at Chemical Coatings in Hudson, NC. Tim immediately called John Saunders and put procedures in place. She stated she was very impressed with first responders, there were no injuries and employees were back to work Monday night.

Commissioner Berry asked Gina Cullen to introduce intern Patrice "Allie" Weller. Allie is a rising senior at UNC-Chapel Hill, majoring in international studies, with a focus on global health and environment in Latin America. Allie speaks Spanish, French and Portuguese and will be working with the Agricultural Safety and Health Bureau this summer.

Commissioner Berry called on Jennifer Haigwood to introduce intern Natalie Caviness. Natalie is a rising senior at Elon University studying Political Science. Natalie has previous state government experience serving as an NC Senate, House and governor's page and will be working with the Office of Governmental and Constituent Affairs.

Both Allie and Natalie are serving as interns through the NC State Government Internship Program, now in its 41st year, coordinated by the Youth Advocacy and Involvement Office in the Department of Administration.

Nancy Lipscomb gave an HR Update. Nancy provided team members a HR Quick Reference Guide handout. The handout explains procedures HR uses to screen applicants for job postings and procedures bureau chiefs or their designees should use to review selection documentation to ensure consistency in applications.

Nancy thanked bureau chiefs/division directors for their timely compliance with submitting annual performance appraisals.

Frank Seiber gave an IT Update. New servers and new network switches have been installed to better serve the needs of DOL. Active Directory will be replacing Novell. Frank thanked OSH Division for money provided to IT staff for training. He stated IT hopes to complete the Apprenticeship project soon as well as FileNet replacement.

Dolores Quesenberry gave a Communications Update. Dolores said the next printed Labor Law posters will have a new photo of Commissioner Berry. The new photo will appear this week on our website. New Labor Law posters will also have a QR code bar code which enables smart phone users to pull up our website.

A campaign awareness about Heat Stress will begin with a June 21 press release. The Department has partnered with LaMar Outdoor Advertising and will have several billboards focusing on heat stress.

Once current Elevator certificates are exhausted, new certificates will have the new photo of Commissioner Berry.

Allen McNeely gave an OSH Update. Allen stated OSH Bureau Chiefs and management met with Kim Morton, new OSHA area director for NC/SC last week. They presented details of the second quarter of this federal fiscal year. Allen stated Ms. Morton was very receptive to OSH's work and their reputation preceded her arrival. Ms. Morton offered to act as a trainer for OSH in health hazards and PSM.

OSHSPA Board members, lead by Kevin Beauregard, met with a number of DC staffers May 17 and 18. Workplace safety and health senate and house subcommittees were educated on funding inequities with State OSH plans. In addition, the group met with senate and house appropriations staff as well as the overall appropriations staff. In all, there were 5 meetings held with Republicans being more receptive than Democrats.

The House Subcommittee on Workforce Protections is scheduling a hearing possibly next Thursday, June 16, to discuss Office of The Inspector General's report which was an indictment of federal OSHA's over reach on states and to discuss funding. Federal OSHA is not invited to the hearing only business interests and State Plan representatives. Kevin Beauregard is ready to attend if called upon to do so.

OSHA Express continues to be discussed. IT Bureau and OSH representatives met with ITS last week to discuss next steps in our attempt to control and house our OSH inspection/consultative data in a unique & comprehensive program independent of, but still able to communicate with OSHA. OSH is waiting for a consultant to be named who will develop our RFP.

OSHA OIS supervisor training is being held in Atlanta this week. OIS is the replacement of the antiquated OSHA NCR. Brian Burger and Russell McCue of compliance are attending. Both Doug

Radford and John Bogner have received the consultative training and are developing training for their staff.

OSHSPA is meeting this month in Sandy, UT at OSHA Salt Lake Technical Center.

Jack Brinson gave a Budget Update. Jack provided team members with a handout entitled "Report on Status of 3.50% Reduction by Fund on 5/31/2011". Jack asked members to submit invoices for payment in a timely manner if they want the invoices paid from this years' budget. Jack stated after analyzing the FY2010-11 reversions he is reducing the reduction percentages from 3.5% this year to 1% next year.

Art Britt gave a Legislative Update. Art provided team members with a handout showing a recommended continuation budget. Art stated the department came very close to losing employees but was lucky not to hand out any pink slips. Budget reductions were mostly met by not filling existing vacancies.

A second handout provided was a copy of House Bill 200, Version 8 ratified which deals with rule-making authority.

Jennifer Haigwood explained the handout entitled "2011-2012 Bill Tracking Master List". Jennifer stated she would be glad to answer any questions about specific legislation.

Commissioner Berry stated she was grateful for the $350,000 Workforce Investment Act funds transferred from the Department of Commerce to the Department of Labor to be used for recurring operating costs of the Apprenticeship Program.

Art Britt told team members funds to replace the Labor Building fire escape on the side next to the Agriculture Building and upgrade the Labor Building fire escape on the Wilmington Street side have been approved.

William Gerringer stated attendance was very good at their recent conference. He said they had their first mine fatality in March which was their first in four years.

Tiffany Lathan told team members Tom Gooding retired. She said EDB is preparing for their move to the 6th floor ORB which is scheduled June 6.

Anne Weaver said PSIM is conducting the Public Sector Survey and will soon begin the OSH Data Initiative Survey.

Mike Morrow stated Wage & Hour conducted a sweep two weeks ago on Youth Employment jobs for 14 and 15 year olds focused mainly on swimming pools. Most violations found were for no permits.

Kathryn Castelloes thanked Commissioner Berry for obtaining the Workforce Investment Act funds for Apprenticeship use.

Commissioner Berry congratulated John Bogner on receiving the William J. Higgins Award from the US Department of Labor's Occupational Safety and Health Administration. The award recognizes a career of exemplary work in safety and health and unwavering commitment to the small business community.

The meeting adjourned at 11:45.