

DOL Leadership Team Meeting
April 10, 2018 10:30 am
Commissioner's Conference Room 205, Labor Building

Attendees: Commissioner Berry, Art Britt, Nicole Brown, Tom Chambers, Mike Daniels, Cliff Dautrich, Gary Franks, Jennifer Haigwood, Harriet Hopkins, Kisha Holmes, Phil Hooper, Don Kinney, Wanda Lagoe, Kevin O'Barr, Tommy Petty, Dolores Quesenberry, Beth Rodman, Christine Ryan, Jennifer Stackpole, and Anne Weaver.

Commissioner Berry: Commissioner Berry welcomed LT members. She has been on the road attending Safety Award banquets. The last safety award banquet will be held June 28th in Hickory. Commissioner Berry told team members Kevin Beaugard and Scott Mabry are not at today's meeting because they are attending out of state conferences.

Communications Update: Dolores Quesenberry gave a Communications Update. Dolores stated the Annual Report is hot off the press. Mike Daniels passed out copies to team members.

Jason Tyson left the department for a position with UNC Systems General Administration. Until the Communications Specialist position is filled, Mary Katherine Revels will be taking over those duties. The processing assistant V position in Publications has been filled by former ETTA employee Michelle Schmitt.

The Shaw radio station WSHA, 88.9FM, has been sold to a Christian radio station out of California. The radio show, Lunch and Labor with Commissioner Berry, began in 2013 and will air the last show in May. Dolores told team members the show is currently in its 6th season and has had a good run.

Dolores said Wanda Lagoe has been approached by a private company to produce podcasts. The first session will be April 20, 2018. The department may begin producing our own podcasts once Wanda is up and running.

Dolores stated April 27, 2018 is Worker Memorial Day. In the past on Worker Memorial Day, supporters from the AFL-CIO have come to the department, voicing their opinion that Commissioner Berry has not done enough for workers of the state.

Dolores thanked team members for sending their information for the Annual Report in a timely manner.

Budget Update: Jennifer Stackpole gave a budget update. She passed out a handout to team members entitled SFY-18 Budget Analysis – Third Quarter. She indicated there are no red flags with the budget and encouraged team members to call if they had questions.

Dion Elliott has been hired as the new purchasing agent replacing Amy Jaeger. Lisa Culbreth has been hired as the new Administrative Officer II replacing Crystal Talmadge working with federal grant funds.

Human Resources is currently recruiting applicants to replace Gwen Williams who is leaving the department April 13, 2018.

Commissioner Berry told team members Renathe Cotten and Jill Cramer will be joining the meeting later.

Legislative Update: Jennifer Haigwood gave a legislative update. The legislative short session will begin May 16, 2018. The main object will be to revise the budget from the long session. The Governor will roll out his budget in the short session and it will go to the General Assembly for further work.

The department has three reports due to the General Assembly. Wage and Hour, OSH special interests and ASH annual report due May 1, 2018.

Jennifer said Research and Policy employee Crystal Moss moved to a position in Wage and Hour. Taneka Sanders, formerly with DMV, has been hired to fill the BLS position.

Jennifer asked team members to please donate items to the Employee Recognition Banquet Planning Committee for the Silent Auction which goes live April 18, 2018 and will be open for bids for two weeks. Items you are donating may be donated and posted on the site through Monday, April 16th. Art Britt also encouraged team members to donate items from their re-gifting closets in support of the Silent Auction and the Employee Recognition Committee. Money made from the auction will go towards lowering the cost of the banquet luncheon.

Standards and Inspections Update. Phil Hooper gave an S&I Update. **Boiler Safety Bureau:** Boiler Inspector training is scheduled May 1-3 in Salisbury, NC. The agenda includes autoclave construction operation and testing. Training May 3 will be focused for five inspectors on ASME nuclear shop and inspector responsibilities.

IT is scheduled to issue new laptops to western inspectors.

Don Kidd has been promoted to eastern inspector supervisor. Don's previous position is vacant, however the duties have been reassigned.

Effective April 1, 2018, new daily reports and private car mileage certification statements will be in use.

Elevator and Amusement Device Bureau: Fair season has begun and inspectors across the state are conducting inspections for hard rides and anticipate inflatable inspections to increase over the next month.

Working with Emily McGill (IT), the bureau has begun testing the new elevator WEB based client program. Once live, the program will do away with the upload and download process, taking less time for data collection.

Inspectors continue to leave for elevator industry positions. The bureau hopes to recruit more inspectors from the national industry publications. Recruitment and retention is a problem due to state salaries not being competitive with private industry salaries. Attrition is still and continues to be a threat. The bureau needs to fill openings and based on growth of the data base, will need additional positions in the near future.

Fair partnerships have been rebooted and we are up to 10 partnerships.

Mine and Quarry Bureau: The Annual Mine Safety and Health Conference was held March 20-23 in Atlantic Beach, NC. One hundred and four people registered and 96 of those registered attended. The program consisted of use of drones in mining, working alone communication systems, fall protection, MSHA updates, and fatigue in the workplace. Next year's conference is scheduled to be held March 20-22 at Harrah's in Cherokee, NC.

William Gerring is conducting 4 days of training this week in Wake Forest, NC and Allan Greene is conducting an instructor's class in Morganton, NC.

The next NC MS&H Law School announcement was mailed April 4, 2018 and over 50 registrations have been received so far. The school will be held May 22-24, 2018 at Foothills Higher Education Center in Morganton, NC.

The Mine and Quarry Bureau is still in the process of filling the vacant position in the eastern section of the state.

Labor Standards Section: The Labor Standards Section has completed interviewing candidates for an investigator's position in Charlotte. They are working with IT on updating reports and auto-fill form letters. We are in the process of developing a Memorandum of Understanding (MOU) for information sharing between USDOL Wage and Hour and NCDOL Wage and Hour Bureau. This document is not yet signed. Labor Standards Section is also working with IT to make some of their forms PDF fillable.

Employment Discrimination Bureau: Four candidates have been interviewed for the vacant information officer position previously held by Jessie McBride. Jay Cronley, who previously worked as a temporary for Wage and Hour and was also a shared employee with Employment Discrimination, has been hired to fill the information officer position.

Over 140 applications were received for one investigator position. Those applicants were screened down to 12 and 6 were interviewed. Out of the 6, there were 2 excellent candidates. One applicant will be recommended and we will work with HR to get the selected applicant hired as soon as possible. EDB is almost drowning in both incoming and backlogged complaints. We will advertise the second DI position this quarter and possibly the old shared position.

Phil said his next challenge this quarter is training. Harriet Hopkins is still refining the Operations Manual and getting the processes updated.

EDB is working with Antonio Green, (IT) to revise Oracle to better fit EDB's needs and with Brent Wood, (IT) to go paperless on OnBase. Almost all letters, forms and reports have revised formats so they are now standardized and will soon be available on OnBase.

EDB has a \$5,000 budget annually, for training, in the NCOSH budget which will be used to send Jeff, Kathy, and Dorothy to separate OSH training classes this spring and summer.

Around the Room:

Gary Franks told team members IT is working on the VOIP (Voice over IP) project headed up by Amanda Carroll. Amanda is working with DIT to begin implementation.

IT is working with DIT for approval on the OSHAExpress Scanner project approval.

Brian Scott was promoted to Application Analyst to support our OnBase support efforts. We are currently interviewing to fill his vacant pc support position.

IT continues to support Elevator, Wage and Hour, ASH and PSIM with current projects.

Nicole Brown gave a Director's Office Update: The State Advisory Council on Occupational Safety and Health is scheduled to meet May 2 from 10:00 until 1:30 and Commissioner Berry will attend. Wanda Lagoe will provide an OSH Update during the meeting. There will also be an OSH presentation on a machine guarding issue, as well as a representative from the North Carolina Industrial Commission (NCIC) will give a presentation on employee misclassification.

East Compliance Update: OSH Compliance had the closing conferences for NCDPS Pasquotank and Correction Enterprises facilities April 9, 2018. Citations were hand-delivered to both entities during the closing conference. The Communications Division was notified of the closing and hand deliveries of the citation(s) to both employers. OSH recommended/issued one General Duty Citation (GDC) that contained multiple instances to both employers.

The Raleigh field office received four lease bid proposals for new office space; however only three are being considered because there is no building at one of the proposed sites. State Property Office is trying to get on the Council of State's June calendar for approval of the recommended location.

As stated by Phil and others during this meeting, the East Compliance Bureau is having difficulty with retention once again. East Compliance has had two resignations this past week. With the job market improving we are competing against private industry.

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Kevin O'Barr, Consultative Services, announced David Poole's retirement effective July 1, 2018. He will have 32.33 years of service to the state, all with NCDOL. David began work in OSH Compliance February 1986 and transferred to Consultative Services January 1, 1994 and has remained with Consultative Services since then. David was the lead investigator (CSHO) on the infamous Imperial Food Products inspection in 1991. His work has eliminated tens of thousands of hazards from workplaces in North Carolina and he will be missed.

Other operations in the bureau are running smoothly.

Anne Weaver said PSIM will be sending out the 2018 Public Sector Injury and Illness Survey the end of April. April 19 OSH Division participants will be meeting to discuss the division's Strategic plan for 2019-2023.

Wanda Lagoe stated ETTA is finalizing podcasts notes. Nine prerecorded webinars have been posted and we can have up to 20 online webinars at any one time with 600 hits allowed per month.

ETTA is preparing for Star position interviews this month. Just completed interviews for ETTA's standards administration position and we are reposting the standards officer position. Two new trainers begin this month and one position has been reposted.

Beth Rodman gave an ASH Update: Trena Smith's position is vacant. The position advertisement will close April 4th. Next week interviews begin to fill that vacant position. Beth thanked everyone who has helped ASH since Trena left.

Current Preoccupancy statistics for 2018: Registered sites: 1846; Preoccupancy inspections completed, 1432; Certificates issued, 1303. There are a total of 212 Gold stars growers.

Art Britt explained Sandra Hamm and Wanda Smitherman, of his office, have responsibly for requesting service awards from the Department of Labor and requesting awards issued by the Governor's Office. He told team members they are only the facilitators for the Governor's Office awards and have no control over criteria for awards issued.

The meeting adjourned at 11:15.