

From the Commissioner

Each January, the Communications Division releases the number of workplace fatalities inspected by the OSH Division the previous year. The fatality figures are tracked by Karen Bogner in PSIM and reflect only those fatalities that fall within the OSH Division's jurisdictional authority.

The state fatality figures exclude traffic accidents, which account for nearly half of all work-related deaths, as well as homicides and suicides that are investigated by law enforcement agencies. The figures also exclude fatalities investigated by federal OSHA and other exemptions in which the department does not have the authority to investigate such as farms with 10 or fewer employees.

The federal fatality figures, compiled by the U.S. Bureau of Labor Statistics in partnership with our Research and Policy Division, include all work-related fatalities and can be found on our website.

Based on the preliminary figures released last week, the OSH Division inspected a total of 40 work-related deaths in 2017, 10 fewer than in 2016. The Construction industry continues to be the most hazardous industry followed by manufacturing.

Struck-by incidents and falls were the leading cause of work-related deaths with 14 and 13 respectively, and collectively accounting for 68 percent of the fatalities the OSH Division inspected last year.

The OSH Division's Construction Special Emphasis Program (SEP) committee, led by Jennie Cagle, is taking a closer look at struck-by incidents in construction to pinpoint problem areas and to prevent future accidents. The committee focuses on counties that have experienced one or more work-related construction deaths and increases inspection activity, outreach and safety training in those counties as needed.

Of North Carolina's 100 counties, 15 suffered a construction related death last year. The Construction SEP committee has identified 24 counties that will receive special emphasis in federal fiscal year 2018 because they have either experienced one or more fatalities or have an above average number of residential building permits issued for the coming year.

As construction revs up this spring, the OSH Division will also participate in the national safety stand-down campaign to help create greater awareness of how falls at construction sites can be prevented.

As I travel across the state, I will encourage all construction companies, both commercial and residential, to participate in this important initiative.



Employee News

- Congratulations to Cory Dunphy, ETTA, on receiving his Associate Safety Professional (ASP) certification in November 2017. ASP is an independent certification awarded by Board of Certified Safety Professionals (BCSP). This certification denotes that an individual has met academic requirements and has passed the Safety Fundamentals Examination, the first of two examinations leading to the CSP. ASP's must remain up-to-date with changes in professional safety practice by achieving a minimum number of recertification points every five years.
- Congratulations to Lauren Norton, ASH, on receiving her ASP in December 2017.
- Congratulations to Chris Jasion, OSH East, on receiving the Construction Healthy and Safety Technician certification through the BCSP on Jan. 10.

New Hires

- Carter Grimes, special assistant for governmental and constituent affairs, Administration, Raleigh
- Robert Maedje, safety compliance officer I, OSH West, Charlotte
- Bill Delaney, inspector, Elevator, Mecklenburg County
- Kevin Grissom, health compliance officer I, OSH West, Charlotte
- Starsky Martin, safety compliance officer I, OSH East, Raleigh

Separations

- Ray Payne, inspector supervisor, Boiler, Monroe
- Ed Lewis, safety standards officer, ETTA, Raleigh
- Harjeet Singh, safety compliance officer, OSH West, Winston-Salem
- Carl Burton, mine and safety consultant, Mine and Quarry, Kings Mountain

Retirement

- Belvin Horres, safety compliance officer II, OSH East, Raleigh



Kevin Beauregard, OSH director, presents Belvin Horres the Old North State Award during his retirement party on Jan. 25.

Upcoming Birthdays

2-1	Ebony Smith	2-11	Angela Hamilton	2-18	Jeff Hand
2-3	Daniel Draper	2-13	Tom Chambers	2-19	Candice Fagnani
2-4	Kevin O'Barr	2-13	Ellen Allbritton	2-20	Terry Carroll
2-6	Mark Hutchens	2-15	Yvonne Hamilton-Thomas	2-22	Fleda Anderson
2-8	Pat O'Brien	2-15	Deborah Samad	2-22	Stephen Able
2-9	Russell DeShield	2-15	Jackie Tanner	2-24	Abigael Newton
2-10	Jill Cramer	2-16	Rose Gray-Shindler	2-24	Eric Smith
2-10	Kaye Thibodeaux	2-16	Peggy Remé	2-24	Paul Martin
2-10	Granville Hayes	2-17	Steve Burris	2-25	Derek Bailey
2-10	Selenia Genao	2-17	James Washington	2-25	Kevin McGuire
2-11	Mark Taylor	2-17	Glen Jenkins	2-28	Melissa Scally

TAP EAP

By TERRI R. HARRIS, EMPLOYEE RELATIONS/EEO OFFICER
HUMAN RESOURCES

Life can be unpredictable and confusing at times. For many people, it can be a challenge to balance family life and work. As a State of North Carolina employee, you and your family members have access to the Employee Assistance Program (EAP) through McLaughlin Young Group. This program is an agency-sponsored benefit that is offered at no charge to you and provides valuable resources for support and information during tough times, as well as consultation on day-to-day concerns.

Our EAP offers help with personal and work place issues:

- free short-term professional counseling;
- unlimited telephone consultation; and
- referral services to provide you and your family with assistance in managing a variety of everyday concerns.

Work Life Resources

The EAP website has 11,000 articles on various topics ranging from raising children to working issues. There are monthly FREE webinars that are recorded and archived on the website (healthy eating, financial fitness, grief and loss, and many more).

Skill Builders – 17 online training programs that are narrated and have certificates of completion.

Savings Center – Offers a discount shopping program that is provided through Perks at Work.

Purchase discounted movie tickets, discounts at restaurants.

Concierge Services- EAP will help you locate and qualify services such as daycare providers, adoption agencies, realtor, pets, etc.

Legal and Financial Services – two of the most popular and beneficial support areas of our EAP Accessibility

You and your family members can reach the EAP 24/7/365. You do not need a referral or pre-approval from human resources or management for you and your family to use the service. Most EAP contact is through self-referral. You make the call. The information you provide to the intake counselor will be your name and the agency you work for so that they know you're covered. Telephone and video counseling is available, as well as face-to-face.

- 888-298-3907
- www.mygoup.com – My Portal Login
 - o User: nclabor
 - o Password: guest

Reminder from Legal Affairs

All employees with the department, who drive as part of their job duties or who are authorized to drive a state vehicle, must immediately report any citation for a traffic violation to their supervisor. The supervisor is then responsible to report this information to the chief of staff and the Legal Affairs Division.

Save the Date! Third Annual Chili Cook-Off



Tuesday, Feb. 20, at 11:30 a.m. in the Old Revenue Building 3rd floor OSH conference room. Please email Carter Grimes by Wednesday, Feb. 14, to enter: carter.grimes@labor.nc.gov.

Policy Updates

BY TERRI R. HARRIS, PERFORMANCE MANAGEMENT COORDINATOR
HUMAN RESOURCES

The North Carolina Human Resources Commission approved revisions to the Disciplinary Action Policy and the Performance Management Policy, effective Oct. 1, 2017.

The Disciplinary Policy had a name change to Disciplinary Action Policy. Although the revisions did not significantly change current policy and process, the policy has been restructured and some aspects of the process have been better defined and foster greater consistency of practice and better aligns with the revised Performance Management Policy.

Policy Highlights

- Policy Name Change: Disciplinary Action Policy
- Documented Counseling Session (DCS) – DCS is a precursor to issuing a written warning for unsatisfactory job performance
- Allowed participants in the Pre-Disciplinary Conference – management representative, human resources representative, the employee
- Notice of No Recording or Attorneys at Pre-Disciplinary Conference
- Refers to Employee Assistance Program (EAP)

The Performance Management Policy better aligns with the Disciplinary Action policy, especially for addressing unsatisfactory job performance. Reference to performance levels is now explained in more general terms, such as “at or below satisfactory level of performance.” The current performance rating scale remains “meets expectations,” “does not meet,” and “exceeds expectations.” OSHR will determine the standardized rating scale within 90 days of the beginning of the performance management cycle.

Policy Highlights

- Greater emphasis on coaching and feedback for both developmental and performance improvement
- Documented Counseling Session (DCS) – replaces the documented coaching session as the non-disciplinary precursor to issuing a writing warning for unsatisfactory job performance (exceptions are at the discretion of the agency HR Director)
- Removes reference to the Performance Improvement Plan. The internal process of implementing performance improvement plans to support improvement or to accompany disciplinary actions will be adjusted on a case basis at this time.
- Revised the definition of satisfactory performance

Both policies are available to all employees on the NCDOL intranet on the Human Resources link under Policies and Procedures. All employees are required to access each policy, read the policies, and acknowledge having read and understood the policies. The policy acknowledgments for both policies will be assigned to all NCDOL employees through the N.C. Learning Center LMS, beginning the week of Feb. 5, 2018.

2018 Holiday Schedule

Holiday	Observance Date	Day of Week
New Year's Day	Jan. 1	Monday
MLK Jr. Birthday	Jan. 15	Monday
Good Friday	March 30	Friday
Memorial Day	May 28	Monday
Independence Day	July 4	Wednesday
Labor Day	Sept. 3	Monday
Veterans Day	Nov. 12	Monday
Thanksgiving	Nov. 22 & 23	Thursday & Friday
Christmas	Dec. 24, 25 & 26	Monday, Tuesday, & Wednesday

What's New @ Your Library

By NICK VINCELLI, LIBRARIAN

New Print Titles

- *Bioprocessing Equipment* (ASME BPE—2009) ASME, 2009
Donated by Don Kinney, Boiler.
- *Electrical Safety in the Workplace* (NFPA 70—2018) NFPA, 2017.
- *Hazard Communication Answer Book* (2nd ed.) Govt. Press, 2015.
- *Life Safety Code* (NFPA 101--2018) NFPA, 2017.

Online FYIs

- *Active Shooter/Hostile Event Preparedness and Response* (NFPA Fact Sheet)
<http://www.nfpa.org/~media/0E8FE5DBA73B46E0801AAFB4D8F17263.pdf>
- *Keeping Your Community Safe and Warm* (NFPA)
<https://tinyurl.com/y9bsc6kh>
- *NFPA News*
<https://www.nfpa.org/Codes-and-Standards/Resources/NFPA-News>
- *NIOSH Research Rounds* (Jan. 2018)
<https://content.govdelivery.com/accounts/USCDC/bulletins/1d3da42>
- *Recommended Practices for Safety & Health Programs* (OSHA)
<https://www.osha.gov/shpguidelines/>
- *Respirable Crystalline Silica Standard for Construction* (OSHA)
<https://www.osha.gov/Publications/OSHA3681.pdf>
- *Roof Tarping...*(OSHA)
<https://www.osha.gov/Publications/OSHA3926.pdf>
- *Safe Baggage Handling at Cruise Ship Terminals* (OSHA)
<https://www.osha.gov/Publications/OSHA3924.pdf>
- *Trenches* (CPWR Hazard Alert)
<https://www.cpwr.com/sites/default/files/publications/TrenchingPDFforweb.pdf>
- *Working in the Cold* (NIOSH)
<https://www.cdc.gov/niosh/enews/enewsV15N9.html#director>
- *Working Safely in Cold Weather* (CPWR Hazard Alert)
<https://tinyurl.com/ycqubhfo>

