

DOL Leadership Team Meeting
July 7, 2015, 10:30 am
2nd floor CR, Labor Building

Attendees: Commissioner Berry, Tina Morris Anderson, Jack Brinson, Art Britt, Nicole Brown, Tom Chambers, Renathe Cotten, Gina Cullen, Cliff Dautrich, William Gerringer, Jane Gilchrist, Jennifer Haigwood, Tammy Higgins, Kisha Holmes, Phil Hooper, Felicia Hoover, Robby Jones, Tiffany Lathan, Sean McCabe, Kevin, O'Barr, Tommy Petty, Dolores Quesenberry, Christine Ryan, Karissa Sluss, Anne Weaver, and Hollis Yelverton.

Commissioner Berry: Commissioner Berry welcomed LT members. She said the Safety Awards season has finally come to an end. She attended all 31 banquets this year. There are normally 30 banquets, however, this year an extra banquet was added to accommodate Novant Health Medical Group.

The Commissioner welcomed Karissa Sluss, the new docket and office administrator with the OSH Review Commission. Karissa replaces Nancy Swaney who retired June 30, 2015. She also welcomed Sean McCabe, intern, working in Governmental Affairs with Jennifer Haigwood and Sarah Beth Koonce.

A reception will be held tonight at the History Museum to celebrate the end of the Individual Development Accounts Program. Representative Julia Howard and Commissioner Berry passed a bill to establish funding for this program in the Department of Labor in 1997. The current federal grant for the program will end December 31, 2015. The IDA Program's purpose has been to educate and teach moderate to low income participants how to save money for an education or home purchase. The grant provided matching funds to participants. Commissioner Berry thanked Tina Morris-Anderson and Evelyn Zoldak for all their hard work on the program. She stated she hoped some other organization continues the program in the near future.

Budget Update: Jack Brinson gave a Budget Update on closeout of 2014-2015 fiscal year and the start of fiscal year 2015-2016. He said the department may be looking at reductions. Jack encouraged bureau chiefs/division directors to use the new DSSS program for decision making on how much to spend and to see how much money they have remaining in their budgets. Jack and Janet will be glad to assist with any questions regarding DSSS. Jack said the indirect cost rate in the past has been 28 or 29% and the rate is going down to 21 or 22%. He stated the department has no control over the figure.

Communications Update: Dolores told team members the NCDOL 2014 Annual Report is now available and she has extra copies for anyone needing copies. The department's copyright policy is complete and all employees have signed copies except three employees. She thanked Jane Gilchrist for her help with the policy. Dolores is the department's official copyright officer. Art Britt reminded team members to please take the copyright policy seriously. Dolores stated she has completed her investigative reporter request for information on OSH fatalities information. She stated she is working with Wage and Hour on

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another investigative request on misclassification of workers. Beginning July 1, Mail Service Center will begin delivery of mail only once a day. The department has no control over this change.

HR Update: Renathe Cotten thanked team members for working with HR on NCVIP. She stated the process has been smooth with very few issues. Renathe asked team members not to proceed with Performance Improvement Plans without going through Human Resources or Legal Affairs. Alberta Hall and Angela Hamilton can help with questions. Please submit PIPs by end of July. She asked team members to submit job descriptions in a WORD document to Human Resources. If you need help Renathe and Doris are contacts. Alberta Hall is leaving the department going to work for Nancy Lipscomb at the Department of Public Safety. Alberta's last day is August 3, 2015. Renathe is recruiting to fill the position.

IT Update: Tina Morris Anderson gave an IT Update. Tina said the IDA Program was her first job at the department and as she accepted additional responsibilities IDA came with her. She stated it has been a very rewarding program. The General Assembly mandated we migrate our servers to the ITS state servers. IT cannot purchase new servers; all servers must be migrated to Western Server Center. Tina told team members IT is preparing for the federal OIS interface with OSH Express in order to communicate with the feds. IT is in the process of writing an RFI for Wage and Hour to gain information on what they want the new program to do and how long it will take to accomplish. Brent Wood has a new position in IT and is now the business and technology applications analyst.

Legislative Update: Jennifer Haigwood gave a Legislative Update. Jennifer welcomed intern, Sean McCabe to the department. Sean is working with Jennifer and Sarah Beth and will be working through July 31, 2015. State government is currently operating under a Continuing Resolution which expires August 14. The House and Senate have not been able to agree upon a budget. The Senate version of the budget eliminates the Mine and Quarry Bureau. Jennifer told team members she and the Commissioner are working hard speaking with legislators to avoid this program cut. She and the Commissioner are planning to meet with various senators next week in hopes of getting the bill closer to the house version. The amusement device bill, which increases penalties for amusement device accidents, has passed the House and has moved to the Senate. There has been talk of adding zip line regulations into the bill. By amendment to this bill, we have been directed to study whether the state should regulate zip lines or not.

New employees are being assigned parking spaces in Lot 75 which is further from the Labor and Old Revenue Buildings. Jennifer asked employees to be patient as she works to obtain spaces in lots closer to our buildings. State Parking has decided there will be no changes from assigned spaces to first come first served policy in Lot 77.

OSH Update: Robby Jones gave an OSH Update. He thanked Tina, Brent and Donnell for laptop setups and Human Resources for their help with NCVIP. Robby said there have been 24 fatalities this year in the last 8 months, 1/3 in construction, falls and struck bys. He stated the rate is behind the last couple

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of years. The feds have changed their reporting requirements. Reports of amputations have spiked. He stated not all are inspected only the most serious. Robby told team members the OSH Division is having significant turnover in staff due to inability to pay what private industry, universities and municipalities are paying in salaries. Robby also reported a new federal executive order that requires our compliance officers to ask questions of employers thus adding to the list of things our investigators must do.

S & I Update: Phil Hooper gave an S & I Update. Phil thanked IT, HR, Legal and Budget for their help. Kisha Holmes and Don Kinney are in the Public Manager's Program. EDB has 1 new hire. Working with OSH on OSH EDB field cases to move forward. Boiler is fully staffed. Allison Jay is the new office manager. Joe Adams, engineer, Elevator, retired. There will be no amusement device inspections at Ghost Town this year. The owner has decided not to try and open this season. Phil said Elevator is working on a study on zip lines and hoped to setup a meeting new week. Nancy Vick, Elevator, will be retiring the end of July. Carrie Boring from OSH Review Commission has been hired as Administrative Assistant replacing Nancy.

Wage and Hour is working on a case in which a home health care facility closed without paying their employees. These facilities close and immediately open under a different name. Wage and Hour is working with Legal Affairs to decide whether to go forward with legal action.

Around the Room:

Jane Gilchrist stated she has advertised to fill the vacant paralegal position and will begin interviews soon. Legal Affairs will hold a public hearing on July 16 on the handling of antineoplastic drugs.

Dolores Quesenberry asked for volunteers for Cool Jobs video. Gina Cullen said Lauren Norton has volunteered.

William Gerringer said Mine and Quarry has received 2015 federal grant funds and hoped he would be able to use.

Tom Petty stated fair season begins next month and runs through the 2nd week in November.

Nicole Brown said the Raleigh scaffolding incident report was coming to a close. OSH Compliance East is having a retirement party for Ron Wells July 15th. Kaye Thibodeaux is the new supervisor of District 8 and interviews have been completed for District 7 supervisor and an announcement will be made soon.

Christine Ryan told team members Wage and Hour has hired two new investigators and posting for two more have been completed. She said they continue to address the backlog and are behind approximately two months. She hopes when fully staffed will be able to cut backlog time.

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Tiffany Lathan said OSH will be conducting their federal audit the last of the year. Tiffany thanked Tina for Emily's help with IT needs.

The meeting adjourned at 12:00.