

**DOL Leadership Team Meeting**  
**January 10, 2019 10:30 am**  
**Commissioner's Conference Room, Labor Building**

**Attendees:** Commissioner Berry, Kevin Beauregard, Art Britt, Nicole Brown, Tom Chambers, Renathe Cotton, Jill Cramer, Mike Daniels, Gary Franks, William Geringer, Jennifer Haigwood, Kisha Holmes, Phil Hooper, Felicia Hoover, Harriet Hopkins, Don Kinney, Wanda Lagoe, Scott Mabry, Kevin O'Barr, Tommy Petty, Dolores Quesenberry, Beth Rodman, Christine Ryan, Jennifer Stackpole, Paul Sullivan (by phone), Anne Weaver.

**Commissioner Berry:** Commissioner Berry welcomed the Leadership Team members and wished everyone a Happy New Year. This is the first meeting since October 1 and the first meeting of the New Year.

Commissioner Berry stated that Sunday, January 6, marked the 18<sup>th</sup> Anniversary of her first day on the job as Labor Commissioner back in 2001. She said this is the best job she has ever had and works with the best people.

Last night the Commissioner attended the AgBiz Conference/Graduation Dinner and Reception at Hilton Garden Inn in Crabtree Valley as guest speaker and to present certificates to graduates from North Carolina and Virginia. The program is jointly sponsored and conducted by AgBiz and Farm Credit Bureaus. Commissioner Berry said this is a wonderful program which was started by Dr. David Kohl who oversees the program in Virginia, West Virginia and North Carolina. The program guides young people and veterans through college-level courses and mentors them to help them start businesses. Dr. Kohl stated that meeting Commissioner Berry was on his bucket list.

Before we close 2018, Commissioner Berry acknowledged one of our major accomplishments. On December 12, the Department celebrated the 20<sup>th</sup> year as a Marine Corps Reserve Toys for Tots Partner. The Commissioner was pleased to honor Lee Peacock, who has been our Toys for Tots Coordinator for all 20 of those years, with a plaque for his service to the Department and to the children of North Carolina. In 20 years under Lee's leadership we have collected 13,849 individual toys, 211 bicycles and tricycles, and \$9,592.72 in monetary contributions. Commissioner Berry thanked everyone for their assistance in achieving this.

**Budget Update:** Jennifer Stackpole stated that we were at the half-way point and everything looks good. She asked if everyone was looking at their Budget Report and XTND Report. If not, she reminded them their passwords will expire.

**Communications Update:** Dolores Quesenberry hoped to introduce Natalie Bouchard, the new information and communications specialist, however, Natalie is in e-procurement training. She is shooting a video at 1:00 today with State School Superintendent Mark Johnson. Dr. Johnson promised to run in the 2019 Krispy Kreme Challenge if 95% of North Carolina teachers complete the 2018 Teaching Working Conditions Survey. The Challenge is to run 2.5 miles from the Bell Tower (on the N.C. State Campus) to Krispy Kreme (intersection of Peace and Person Streets), eat a dozen doughnuts and run back to the Bell Tower. In this video the route will take the runners by and into the lobby of the Labor Building. The Elevator door will open and Commissioner Berry will be standing inside with a box of one dozen doughnuts.

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Dolores said the NCDOL Podcast has been launched with three episodes (Commissioner Berry, Communications and Kevin O'Barr) at the present time. Each episode lasts about ten minutes. Over 400 have viewed and/or clicked on. Tommy Petty and Don Kinney are next on the list. If anyone thinks of stories to be shared, please contact Dolores.

Also, Communications will issue two state-wide news releases in January about Labor Law Posters and calendar-year Fatalities Report.

There has been a lot of interest from the local media about the fatality at the NC Conservatory which has generated lots of calls to the Communications Office. In addition, CNN, USA Today and the Today Show called about the incident over the holidays.

**HR Update:** Renathe Cotten gave the timeline for the 2018-2019 interim task which consists of 15 days each: Step 1 (Employee) January 22-February 5; Step 2 (Manager) February 6-February 20; Step 3 (Employee) February 21-March 7. Terri and Angela will send out weekly reminders to all employees.

Now is the time to register for the Certified Public Managers Program (CPM). Registration begins on January 31. Please contact Terri Harris if you are interested in this class. No big news with class and comp project. Renathe is still working with OSHR on several post-implementation studies - there will be no salary adjustment fund money in this fiscal year. She is meeting with OSHR on Monday to discuss the next fiscal year's SAF proposal.

**Legislative Update:** Jennifer Haigwood stated the Long Session convened yesterday (Wednesday). Commissioner Berry held the Bible for Rep. Julia Howard's swearing-in. After a three-week break, the Long Session will formally start work on January 30 and Jennifer anticipates it will be a long, long session. The biennial budget process is ramping up. The Department's expansion requests will be the same as last year's request and the Commissioner, Art, Jennifer Stackpole and Jennifer Haigwood are meeting with the Governor's Budget Director this afternoon. The Governor's budget should be out in March/April. Hopefully, the final Budget will be out July 1. Legislative bill filing will be in February/March. Jennifer will let us know if anything has to do with the Department.

Jennifer said she hoped everyone is enjoying the Labor Building elevator. It was installed in December and has only broken once.

The Department is participating in a pilot program with OSBM and the Governor's Office regarding performance evaluation to see if we are achieving our goals. Initially, the program will review one section in OSH and one section in Standards and Inspections.

**OSH Update:** Kevin Beauregard stated the following budget items: OSHA approved FY2018 23G extension request through 2/28/18. Most outstanding purchases have been received within the past several weeks. Installation of file systems in ORB and PSIM is underway after a long shipment delay. The installation is expected to be completed within the next few weeks. Staff is following up on several invoices. FY2019 23G Grant is receiving a 4,105,200 increase in federal funding.

OSHA's Injury Tracking Application for reporting 2017 data closed out 12/31/18. Employers required to submit information for FY2018 have from now until 3/2/19 to enter data.

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Kevin will attend the OSHSPA board meeting in Washington, DC on January 24, 2019.

He is exploring the possibilities of getting the walls painted in the OSH section of the ORB.

The State OSHA Annual Report (SOAR) for FY2018 was submitted to OSHA in mid-December. All but one SCO position has been filled. Currently having difficulty filling HCO position. Bureau Chiefs will be discussing some ideas with HR that include recruiting at colleges with accredited industrial hygiene programs and possibly reviving the HCO trainee program. This will also include talking to classes.

**S & I Update:** Phil Hooper gave a Standards & Inspections update.

**Boiler:** Don Kidd is retiring January 22. Jeremy Smith was promoted to Inspector supervisor effective 1-1-19. Jeremy's inspector position will not be filled. Inspector districts statewide were revised to balance the workloads more evenly and increase productivity. Several employees attending National Board training to become team leaders.

**EDB:** Erin Smith is the new investigator. She is the daughter of former DOL employee, Douglas Radford, who many of you may remember. There are still a couple of vacancies to fill. Celestine Chestnutt was hired as Administrative Specialist II in late December. Jeff Hand left the Department to accept a job with the Department of Homeland Security. Phil thanked HR for getting that position posted. So now we are down to three investigators with three open positions to fill. Despite the staffing upheaval, the Bureau closed 80 complaint files this quarter.

**Elevator:** Recruitment continues for Mecklenburg and Wake areas. The bureau recently created two additional positions for Mecklenburg County that should assist with the recent increase in elevators and related equipment. The bureau will continue to experience more attrition in the upcoming years and will experience challenges to recruit if the current trend of growth with economy continues. Two inspectors lost to South Carolina Department of Labor.

**Mine & Quarry:** Phil stated that they were updating training with upcoming classes in April and May. IT is updating their data base. The division is hiring new people for the Raleigh and Charlotte areas. The NC Mine Safety & Health Conference is scheduled for March 20-22, 2019 in Cherokee. Commissioner Berry is scheduled to participate on the afternoon of March 20.

#### **Around the Room:**

**Paul Sullivan** said all is well in the West. The files for amputation accidents are being reviewed to get program up and running. Some cosmetic work is being done – paint etc – in the Charlotte field office.

**Gary Franks** stated IT support continues for OSHA Express, Onbase, Wage and Hour, Financial Services, Elevator, PSIM, ASH. He reinforced the announcement of the beginning of the wage and hour case management module being built in Onbase. There are security upgrades that must be done to Onbase and Oracle and may cause some ongoing projects and work to be slowed down. Continued support of Helpdesk calls with timely responses.

**Art Britt** shared information which Gary shared with him regarding a 2018 analytical report which showed page views of 2,436,079 with the #1 hit of 489,098 as Wage & Hour concerns.

**Tommy Petty** stated that Ghost Town is back to being a Ghost Town.

**Anne Weaver** stated that East Compliance assisted the PSIM Bureau in persuading the last three public sector employer holdouts to send in their survey responses in order for us to achieve a 100% response for the 2018 Public Sector Injury and Illness Survey. Four large filing units are being installed in PSIM during the next two weeks. Anne also thanked everyone for the contributions toward care packages sent to our Military Family Members. There were five recipients (Charity Locklear's son and Rose Gray-Shindler's son were recipients).

**Nicole Brown** said OSH East is investigating the fatality that occurred at the Conservatory Center in Caswell. This fatality involved a 21-year old intern from Indiana University who had only worked at the facility for two weeks. The CSHO is waiting to obtain information on the gates' locking mechanism (i.e. lock) because it is believed to have failed.

The Lake Boone Trail lektriever (filing system) is in the process of being installed. The Lake Boone Trail office has to secure a licensed electrician to install the wiring necessary to power the new unit. The Administrative position has been posted.

**Beth Rodman** stated that ASH is busy with preoccupancy registrations and inspections, but things are relatively quiet. Today is our first NCGA deadline.

Gold Star Growers banquets scheduled for January 30-31. Email sent inviting OSHA Advisory Council members. The agenda is almost finalized. The keynote speaker is Mike Yoder with NC State-Disaster Preparedness. Lamar Grafft with Agromedicine will discuss mental health outreach and upcoming tobacco harvester safety videos/training. Three housing awards will be presented on the 31<sup>st</sup> so that they can be presented by Commissioner Berry.

Martina Gonzales is retiring June 30. Beth will be posting anticipated vacancy position and hopefully bring someone in that can start before she leaves.

**Kevin O'Barr** said there will be an on-site audit of Consultative Services in March. The next expected retirement is December 31 – may be Sybil (Bray) or Roseanne (Morgan).

**Harriett Hopkins** stated Celestine Chestnutt was recently hired to fill Jay Cronley's former position. She will work 80% for REDB and 20% for Wage and Hour.

**William Gerringer** stated that for the first time since 2015 there was not a mining fatality in North Carolina.

**Wanda Lagoe** reported they have two Star sites that will receive a 25-year STAR flag at this year's Star Conference. They are working with Mike Daniels and Publications to design the new flag to give to the recipients. Safety Award letters were mailed last Friday and the website updated with the new publications for the safety awards. One safety training position will close this week and another one to

be posted as we had another safety trainer resign effective today. A Star safety position which has been vacant for almost a year will be posted on February 1.

Wanda talked with Dolores Quesenberry about adding a new Spanish Publications ITA card which will house all the Spanish Publications. Mary Katherine is working on it.

The 4<sup>th</sup> Annual Safety Summit at the Zoo is set for the end of February. They've received 10 scholarships for staff as we are one of the four sponsors. An email regarding the scholarships will go out to the bureau chiefs shortly.

Work is being done on the OSHSPA Grassroots newsletter currently for FFY2018. Working on updating several MOU's that we have with several different state agencies. An alliance agreement with NCALGESO (public sector) was signed this week.

**Jill Cramer** said Legal Affairs is sharing an intern with Governmental Affairs; he started on January 14. He will be helping Legal Affairs with rule changes for several divisions. She also noted that the AskLAD email portal is receiving many Wage and Hour inquiries.

**Scott Mabry** thanked all the Bureau Chiefs.