

**Connecticut Department of Environmental Protection  
Health and Safety Committee Meeting  
Minutes of the August 15, 2007 Meeting  
Marine Headquarters Old Lyme**

*Present: Jill Scheibenpflug, Bill Gerrish, Tracey Lizotte, James Warner, Jeff Chandler, Ken Neumann, John Gardiner, Chris Gerke, Mark Jepsen, Katie LaMarr, Michael McDaniel, Richard Miska, Terri Schnoor, Steve Bailey, Deidre Persson, Dan Biron, Mike Mangiafico, Elaine Hinsch*

Ken Neumann called the Health and Safety Committee Meeting to order at 9:10 am.

**1. Minutes**

Ken Neumann made a motion to accept the minutes from the May 2, 2007 meeting. Jeff Chandler second the motion. All were in favor, none opposed.

**2. Chain Saw Safety**

John Gardiner explained that the Health & Safety office would be offering Chainsaw Safety Courses in November. All maintainers are encouraged to attend. The Vendor providing the all day training is STIHL. Ken would like to hear input on what should be covered.

**3. Health & Safety Training Database Update**

Ken reported that no changes have been made yet to update the systems. The information is fed from the HR systems & no word has been heard from Steve Fish.

**4. Accident Report Summary**

John Gardiner reported on the summary of accidents in 2007 so far. Ken touched on some of the many different accidents that occurred over the year.

**5. Winter Health & Safety Training**

Ken asked if any committee members had any suggestions or ideas for the winter training sessions. John Gardiner will be the lead instructor this year. First Aid and CPR will be held at the Fire Academy & he will also be scheduling Wilderness First Aid if needed.

**6. Facility Inspections**

Ken shared that he has inspected many fisheries locations. Ken is willing to go out to any facility, just ask him. This year CTOSHA has inspected Mt Tom & Dinosaur SP. Tips to remember: have all plans in place, don't use power strips for permanent wiring & eyewashes should be available. **\*\*It is extremely important the Safety Office is called when the OSHA inspector shows up\*\***

**7. Sanitary Inspections**

Ken has been going with the Health Dept. when they are doing sanitary inspections at the sites. Some corrective actions will follow.

**8. Other**

Jill S. inquired about outhouses being cleaned out, isn't it considered waste and shouldn't PPE be worn. Ken shared that UCONN & CTOSHA do not feel that it is a high risk for Hep. A & so there is no such requirement in place.

**9. *Other business matters***

- Next meeting has been scheduled for Wednesday November 14, 2007 @ 9am, Gillette Castle.
- Outhouse follow-up & more information on Computer Database

*Adjourned.*