

Executive Summary

Council Members Present: Rose Capers-Webb (BOEMRE), Jim Chandler (FWS), Steve D'Antoni (NBC), Mike May (NPS), Jim Meredith (BOR), Bill Miller (USGS), Barry Noll (OSH), Mary Parkinson (FWS), Ed Perez (BLM), Dave Schuller (OSH), Deb Thompson (BIA).

Council Members Absent: Ed Awni (PMA), Maurice Banks (OSM), Larry Emanuel (SOL), Bob Garbe (OSH), Paul Holley (BIA), Rhonda Poolaw (OST), Jim Robison (OIG).

Office of Occupational Safety and Health (OSH) Update

Barry Noll provided an update from the Office of Occupational Safety and Health on a variety of topics including, 1) Executive Training Course, 2) OSHA Fire Orientation Course, 3) Filing CA-5/7, 4) OSH Intern, 5) Bureau Evaluations, and 6) 2012 DOI Safety & Health Conference.

National Safety Council (NSC) Membership

Debra Ferris, NSC Director of Safety & Health Solutions – Government Sector, attended this meeting to present the benefits of NSC membership that are now available to all DOI bureaus and offices. Debra will send her PowerPoint presentation to Dave Schuller to distribute to SHC members.

SMIS Update

Armando Galindo gave a PowerPoint presentation on the status of the SMIS upgrade and introduced Raj Giri, the new SMIS Programmer, to the Council. Council members raised several issues during this discussion, which Armando will follow up on at the November SHC meeting.

Work Group Updates

Dave Schuller provided an update on the OHV/ATV work group and Barry Noll presented on the recent work of the Watercraft Safety and Emergency Management work groups.

Bureau Reports

Each Bureau Safety Manager gave a brief update on activities within his or her organization.

485 DM Chapter 30 – Firearms Safety Program Requirements for Non-Law Enforcement Personnel

The Council reviewed 485 DM chapter 30 in detail and provided feedback on the revision of this chapter.

485 DM Chapter 21 – Radiation Safety

The Council reviewed 485 DM chapters on Ionizing and Non-ionizing Radiation and decided to combine them into one chapter (chapter 21).

DOI Radon Action Plan

Barry Noll informed the Council about the creation of a Federal Agency-wide Action Plan on Radon by Assistant Secretary Suh on 6/20/11. The group reviewed Bob Garbe's draft response to the Assistant Secretary's request for an action plan and drafted an alternative plan.

SAI Report Procedures & 485 DM Chapter 7: Incident Reporting & Serious Accident Investigation

Barry Noll raised the issue of whether the Aviation Management Division SAI process and the DOI SAI process need to be integrated or aligned. There was agreement among the group that they should seek the input of the Bureau Aviation Managers and discuss this again at the November 2011 SHC meeting.

FY 2012 Projects

Currently there is \$140,000 in the budget for FY 2012 projects. In this meeting, the Council reaffirmed the priorities for FY12 funding. The Council will revisit project funding in every future meeting to adjust as needed to budget and other changes.

POWER Update

Dave Schuller briefed the group on the current status of the POWER Task Force work. From the discussion that ensued, the Council agreed to the following recommendation. The POWER Task Force Safety and Health Work Group Strategic Plan Proposal (6/30/11 draft) should be reviewed by the DOI SHC to determine the feasibility of the proposed safety actions within the available resources of the bureaus.

NWCG Boot Standard Report

Barry Noll presented a document entitled, "National Wildfire Coordinating Group Boot Standard" to the Council for discussion and feedback. Although, it is called a "standard", it appeared to many in this Council as a justification for the particular protocol currently in practice within the wildland fire community regarding boots for firefighters. Since the NWCG has never had an in-depth conversation with the members of OSH, the Council suggested a meeting between the two groups to increase understanding for both regarding this standard.

Safety Week

All agreed to discuss the 2012 Safety Week at the November 2011 SHC meeting. At that time, the group will agree upon a theme for the week, generate ideas of activities in which the bureaus may engage during the safety weeks held at the convenience of each individual bureau.

Next DOI Safety and Occupational Health Council Meeting

The next Council meeting will take place on November 15-16, 2011 in Arlington, Virginia.

Meeting Summary

Office of Occupational Safety and Health (OSH) Update

Barry Noll provided an update from the Office of Occupational Safety and Health on the following:

- Executive Training Course: Development is proceeding on schedule. The Secretary was interviewed in early August for the introduction to the course. The beta version should be ready for review in late September. This training will be required for all new hire SES personnel and current SES managers will be strongly encouraged to take the course.
- OSHA Fire Orientation Course: This work group met in Boise to begin the planning process. The course outline was developed and the path forward agreed upon.
- Filing CA-5/7: This feature will be added to SMIS and OSH will work with the Department of Labor to accept these electronically.
- OSH Intern: The OSH intern, Ryan Sloan, has left and it is not yet known whether they will get another intern from the Office of the Secretary Management Development Program.
- Bureau Evaluations: The field work is complete on the BLM evaluation and the report will be released by the end of August. The BIA report has been drafted and is currently being revised into a new format. The OSM report is with Rea Suh's office. Next year's evaluations will be conducted in the NPS, BOEM/BSSE and either OS or the Wildland Fire Program. Each bureau evaluation costs approximately \$50,000 - \$60,000.
- 2012 DOI Safety & Health Conference: OSH is still looking for more volunteers to assist with conference planning. In this meeting the following people volunteered (or were volunteered) to participate in conference planning: Chip Murphy (FWS), Mike May (NPS), Dave Schuller (OSH), Steve D'Antoni (NBS), and a BOR representative (TBD).

National Safety Council (NSC) Membership

Debra Ferris, NSC Director of Safety & Health Solutions – Government Sector, attended this meeting to present the benefits of NSC membership that are now available to all DOI bureaus and offices. Debra will send her PowerPoint presentation to Dave Schuller to distribute to SHC members. Highlights from Debra's presentation included:

- NSC is a non-profit chartered by Congress, although it does not receive any federal funding.
- NSC offers both standardized and customized trainings and webinars to its members. Developing a customized webinar at no cost can be accomplished through a partnership between one Bureau representative and one NSC representative.
- Safety and Health magazine is free to all Safety and Health managers who register on the NSC website.
- NSC News Alerts: Debra will get email addresses for all SHC members so they all receive the NSC weekly e-newsletter.
- Monthly e-communication: The NSC also distributes a longer monthly newsletter. During her presentation, Debra asked the Council what types of articles they would like to see in the monthly newsletter.
- The NSC has 39 chapters across the country and these offer great networking opportunities. Debra advised SHC members to purchase NSC products directly from her as she can offer a GSA discount to governmental organizations that they would not receive from the NSC chapters.
- The NSC 2011 Congress will take place from 10/30 - 11/4 in Philadelphia. The NSC will be running buses from DC to Philadelphia for the event at a cost of \$40/person. The 2012 Congress will be in Atlanta and the following one in Chicago.

- The NSC has a safety library whose librarians will conduct research on behalf of their members at no cost.
- The NSC Website address is www.nsc.org. The DOI member number is 1061922.

Next Steps:

- Barry Noll will communicate with Armando Galindo by 9/23/11 about including a link on SMIS to the NSC Defensive Driving online course, which is available through DOI Learn.
- Dave Schuller will send the NSC PowerPoint presentation to SHC members once he receives it from Debra Ferris.

SMIS Update

Armando Galindo gave a PowerPoint presentation on the status of the SMIS upgrade and introduced Raj Giri, the new SMIS Programmer, to the Council. Council members raised several issues during this discussion, which are listed below. Bureau Safety Managers would like:

- A quarterly email sent to bureau executives containing, 1) POWER goals, 2) DOI goals, and 3) Bureau goals. Workers' compensation information from SMIS to be sent to them as well as WC managers.
- To be copied on appropriate emails to Carmen Craddock and Daryl Hoffman.
- To alter one of the canned SMIS reports to compare the following: 1) All regions within one bureau, 2) All bureaus within DOI, and 3) Each bureau against its original goal over time.
- A quarterly email update on org codes.
- An "Exposure Log", similar to the one used for H1N1, to track exposures that may lead to a recordable incident in the future (e.g. embedded ticks).

Other unanswered questions raised during the conversation include:

- Is there a more effective way for the Department to comply with OSHA recordkeeping rules using organizational codes as each bureau uses different terminology (establishments, etc.) and tracking methods?
- How deeply linked will SMIS IAS be to the Maximo system? Will there eventually be one system for the Department?

Next Steps:

- Armando Galindo will address the issues listed above and report back to the Council at the November 2011 SHC meeting.
- Mary Parkinson, Mike May and Bill Miller will work with Armando Galindo to design an exposure log function for SMIS by 9/23/11.
- Bureau Safety Managers who have other possible SMIS beta testers (both safety and WC) will send those names to Armando Galindo by 9/23/11.

Work Group Updates

Watercraft Safety Work Group: Barry Noll

- The work group held a conference call to define the surnaming process. Jim Meredith reviewed the policy development process for the group (i.e. work group to Bureau Safety Managers to DASHOs to Surnaming).
- The group discussed how the policy might be changed in the future to improve the safety of employees by allowing them to purchase the best/safest PFDs available on the market to fit their situation. Specific suggestions for changes included, 1) requirement for specific amount and placement of reflective material, 2) requirement for PFDs to be rated "for commercial use", and 3) requirement for PFDs to be international orange.
- The next meeting of this work group will be in November in San Diego. During that meeting, the group will review the next draft of the Non-motorized Training Module.

Emergency Management Work Group: Barry Noll

- OSH is developing a Position Task Book (PTB) for safety and health responders to an all-hazards incident. The PTB would only apply in multi-agency incidents or one managed under the DOI umbrella. Once the current draft is ready, it will be sent to the SHC to review.
- OSH is providing comments on the DOI All-Hazards Incident Positions and Qualifications Guide.
- The Office of Emergency Management (OEM) contracted for a study of readiness in BIA and found many deficiencies. OEM is currently meeting with BIA to determine how to address these weaknesses.
- OEM is teaching several H337 courses this year. If Bureaus have employees who wish to participate in this course, they should contact Armando Galindo.
- OPM has published a memo for Chief Human Capital Officers on personnel issues related to preparing for the 2011 hurricane season. Any SHC member who wants a copy of this memo, can request one from OSH.

OHV/ATV Work Group: Dave Schuller

- The work group met in June with Steven Giles pie to work on survey for OHV/ATV users. The group still needs to determine their target audience and will then finalize the survey parameters. The original intention was to use a contractor, but there may not be the funding to support this.

Bureau & Office Reports

BOEMRE: Rose Capers Webb

- BOEMRE will officially split into two bureaus effective 10/1/11: Bureau of Safety and Environmental Enforcement (BSEE) and Bureau of Ocean and Energy Management (BOEM).

NPS: Mike May

- The NPS will be establishing a health & wellness program that will fall under Mike's supervision.

BOR: Jim Meredith

- Currently working on revising bureaus policies and standards (facilities safety & life safety compliance)
- Since noise continues to be a significant hazard, Jim has submitted a request for \$500,000 to do a study on noise in BOR power plants.
- Briefings have been given on the POWER Initiative at every Reclamation team meeting and every region has taken it to heart. Jim has been using the initiative to get more attention to health and safety in general.
- Will be holding Health & Safety workshop on October 25-27, 2011 in Denver, CO.
- Working with international waters commission (organization in Mexico for dam and water safety).

USGS: Bill Miller

- OSHA region 10 initiative: 90% of OSHA inspections are in region 10 (Washington, Oregon, Idaho)
- Reconstituting safety council (equal representation from management and safety professionals)
- Working on bureau policy chapter revisions
- Revising 33 online safety courses for collateral duty training program
- Developing an IH instrumentation and sampling technique course
- Hosting dive safety workshop in Hood River, Oregon
- Watercraft safety issue: Currently recalling all Mustang inflatable craft
- Current vacancy: GS-13 Safety Manager in Reston

BLM: Ed Perez

- Since Jonathon Thomas left the Safety Manager role, Ed Perez, Kathy Greer and Anne Krake have implemented a two-week rotation in the chief position.
- Currently conducting IH exposure assessments.
- As a result of the asbestos data call from DOI, three BLM groups are working on what to do with the data collected and how to determine the organization's liability regarding asbestos.
- Will be working on an operations and maintenance program.
- A new tower climbing policy will be signed later this week.

NBC: Steve D'Antoni

- Currently finishing up phase 5 of the modernization of MIB. The final phase will start in March if Congress approves the funding.
- The NBC ergonomics project will be funded at an undetermined level and be of benefit to all NBC and other DOI bureaus within the Washington metro area.
- Steve is serving on the DOI Workers Comp work group and is working to improve these processes within NBC.

BIA: Deb Thompson

- In June, there was another bus rollover at Pueblo Pintado in the Navajo Region. There were 17 students and 9 chaperones on the bus. The staff members on board incurred the most serious injuries.
- A hotshot firefighter was killed recently at the Diamond Fire in White River Agency, Arizona. The cause of death is still unknown as the incident is still under investigation.
- Conducted a safety & health program evaluation at the Navajo Region including the regional office, Eastern Navajo, Western Navajo and Chinle Agencies.
- Continue to work on Plan Reviews for New Construction & Major Repair (152 conducted to date) and issued 90 certificates of occupancy this year.
- Currently rewriting bureau radiation policy.
- Have recently changed monthly safety communications into weekly messages on safety and workers compensation sent to all employees.
- Deb Thompson has been doing regular pod casts on issues related to facilities, environmental and cultural resources and safety. She ends each session with, "Mission First, Safety Always".

FWS: Mary Parkinson

- There are ongoing SAITs for the two fatalities in June (aircraft crash & drowning).
- Currently focusing on improving the bureau regional evaluation process.
- Currently finalizing the CDSO chapter revision and accident reporting and investigation chapter.

485 DM Chapter 30 – Firearms Safety Program Requirements for Non-Law Enforcement Personnel

The Council reviewed 485 DM chapter 30 in detail and provided feedback on the revision of this chapter.

Next Step:

- Dave Schuller will revise the chapter based on the Council's feedback and resubmit for surnaming.

485 DM Chapter 21 – Radiation Safety

The Council reviewed 485 DM chapters on Ionizing and Non-ionizing Radiation and decided to combine them into one chapter (chapter 21).

Next Steps:

- Bureau Safety Managers will send their comments on Chapter 21 to Dave Schuller by 9/19/11.

- Dave Schuller will send the marked up version of the chapter to the IH work group for their review by 9/30/11.

DOI Radon Action Plan

Barry Noll informed the Council about the creation of a Federal Agency-wide Action Plan on Radon by Assistant Secretary Suh on 6/20/11. The group reviewed Bob Garbe's draft response to the Assistant Secretary's request for an action plan and drafted an alternative plan, which is described below.

Action Plan:

1. Form a work group with safety, facilities and environmental at the Departmental level.
2. Survey bureaus to determine whether bureaus have a radon plan in place and/or data about previous radon testing on DOI properties.
3. Propose changes to DOI annual facilities inspections/surveys to include radon testing on a frequency established by ANSI. (NOTE: This alternative will establish a new norm but will not get 9,000 establishments tested within the next 12 months. This will need to be a phased approach.)
4. Identify high-risk locations and establish priorities for testing within the resource constraints of the bureaus. (NOTE: Identify costs for testing to assist management to allocate resources for testing.)
5. Develop a plan for funding potential radon mitigation.
6. Develop a plan for implementing radon mitigation.
7. Develop a communications campaign to educate managers, supervisors, employees and their families about the risks of radon.

Next Steps:

- Bob Garbe will draft a memo from Pam Malam to convene a multi-disciplinary work group including Willy Tayler, and Debra Sonderman by 8/26/11
- Bob Garbe will contact OEPC for data from their annual survey on radon by 8/26/11
- Bob Garbe will research radon mitigation costs by 8/26/11
- Bob Garbe will send the next draft of this letter to the SHC by 9/1/11
- Bob Garbe will send the next draft of this letter to Pam Malam, Pam Hayes, and Rhea Suh for their review prior to the 9/20/11 meeting with EPA.

SAI Report Procedures & 485 DM Chapter 7: Incident Reporting & Serious Accident Investigation

Barry Noll raised the issue of whether the Aviation Management Division SAI process and the DOI SAI process need to be integrated or aligned. He asked Council members if OSH should do a side-by-side comparison of the AMD SAI document and 485 DM chapter 7 to potentially integrate the two. There was agreement among the group that they should seek the input of the Bureau Aviation Managers and discuss this again at the November 2011 SHC meeting. Since 485 DM chapter 7 needs to go to surnaming as a package with the SAI guidelines, the earliest the SHC could review the next draft would be at the February 2012 SHC meeting.

Next Steps:

- Safety Managers will talk with their Bureau Aviation Managers by 9/16/11 about a greater level of coordination between Safety and Aviation on accident investigations and whether the SAI processes should be integrated or aligned. Barry Noll will talk to AMD by 9/23/11 about this question.
- Jim Chandler will work with OSH on the revision of 485 DM chapter 7 by 11/30/11. The Interagency SAI Team will review 485 DM chapter 7 against the SAI Guide.

FY 2011 Projects

The status of 2011 projects includes:

- ASSE Certification Training: A requisition for \$70,000 to pay for tuition and materials is currently in process. DOI is attempting to develop a sole source contract with ASSE for this training.

FY 2012 Projects

Currently there is \$140,000 in the budget for FY 2012 projects. In this meeting, the Council reaffirmed the following priorities for FY12 funding. The Council will revisit project funding in every future meeting to adjust as needed to budget and other changes.

1. Facilitator: \$22,000
2. Follow-up on Exposure Assessment Project - Option A: \$50,000
3. ASSE Certification Training: \$70,700
4. Follow-up on Exposure Assessment Project - Option B: \$50,000
5. Follow-up on Exposure Assessment Project - Option C: \$50,000
6. DOI National Safety Conference: \$20,000
7. Root Cause Analysis Trainings: \$30,000
8. Instructional Design Assistance on SAIT: \$20,000

Next Step:

- Bob Garbe will send Sue Thomas the table with the current project funding information by 11/1/11. This will be included in every future meeting summary.

POWER Initiative Update

Dave Schuller briefed the group on the current status of the POWER Task Force work. From the discussion that ensued, the Council agreed to the following recommendation.

Recommendation: The POWER Task Force Safety and Health Work Group Strategic Plan Proposal (6/30/11 draft) should be reviewed by the DOI SHC to determine the feasibility of the proposed safety actions within the available resources of the bureaus.

Next Step:

- Dave Schuller will take this recommendation to Diane Schmitz and report back to the Council by 8/26/11.

NWCG Boot Standard Report

Barry Noll presented a document entitled, "National Wildfire Coordinating Group Boot Standard" to the Council for discussion and feedback. There was some confusion as to the purpose of this document. Although, it is called a "standard", it appeared to many in this Council as a justification for the particular protocol currently in practice within the wildland fire community regarding boots for firefighters. SHC members questioned who the appropriate body is for setting standards such as these and recommended that the NWCG turn this document into a request for waiver from the NFPA 1977 standard. The Council's other comment was that it is apparent, from the table at the back of the report, the NWCG is unclear about the Risk Assessment Code (RAC) system. Since the NWCG has never had an in-depth conversation with the members of OSH, the Council suggested a meeting between the two groups to increase understanding for both regarding this standard.

Next Steps:

- Barry Noll and Paul Holley will conduct a conference call with the NWCG by 9/23/11 to discuss the boot standard in greater depth and recommend they seek a waiver from OSH through Diane Schmitz.
- If requested by Diane Schmitz, Council will provide input into the decision to grant a waiver to NWCG.

Safety Week

The Council Briefly revisited the conversation, begun in the previous meeting, about DOI Safety Week. All agreed to discuss the 2012 Safety Week at the November 2011 SHC meeting. At that time, the group will agree upon a theme for the week, generate ideas of activities in which the bureaus may engage during the safety weeks held at the convenience of each individual bureau. The group also discussed the possibility of developing a Safety Week resource guide.

Next Steps:

- All SHC members will provide Dave Schuller information about their 2011 safety week activities by 9/30/11 for uploading onto SafetyNet.

485 DM Chapter 3: Annual Action Plans and Status Reports

Dave Schuller requested feedback from Council members on 485 DM chapter3, Annual Action Plans and Status Reports.

Next Steps:

- Dave Schuller will circulate chapter 3 to the Council by 9/30/11 for their feedback.
- Council members will send their feedback to Dave Schuller by 10/31/11.

Next DASHO Meeting

The next DASHO meeting will take place on 10/20/11. Potential Agenda Items for the DASHO Meeting include:

- 2012 Safety Conference: Do the DASHOs support holding this conference (i.e. travel money)?

Next DOI Safety and Occupational Health Council Meeting

Date: November 15-16, 2011

Location: Arlington, VA at FWS Offices (Potential field trip to Manassas N.B. on day 3 of the meeting)

Potential Agenda Topics:

- Follow-up from August DASHO Meeting **
- Bureau/Office Updates **
- Work Group Updates **
- SMIS Update
- 2012 Project Review (validate priorities)
- Radon Plan follow-up
- 485 DM Chapter 21: Radiation?
- 485 DM Chapter 7: SAI (Jim Chandler & work group)
- 485 DM Chapter 4: Remove/Leave in/Modify?
- SAI alignment/integration (AMD & DOI processes)
- POWER Initiative update
- 2012 Safety Week: Theme and activities
- 485 DM Chapter 3: Annual Action Plans and Status Reports
- Dates and locations for next year's meetings
- Field trip?

** Based on the conversation on the last day of this meeting, these items may not be on future SHC agendas.

Next Steps:

- Mike May will investigate the logistics of the potential field trip and communicate with the Council by 9/19/11
- Dave Schuller will ask Jim Chandler for next year's SAI training dates by 9/23/11 to possibly align SHC meetings with these trainings.

Parking Lot:

- DOI Safety & Health Conference: What impact will the 2012 budget and travel ceiling have on conference attendance?
- What should we do with adoption verbiage in 485 DM chapter 4? Remove? Leave as is? Include but modify?

Action Item Summary

Task	Responsibility	Deadline
National Safety Council Membership		
<ul style="list-style-type: none">• Communicate with Armando Galindo about including a link on SMIS to the NSC Defensive Driving online course, which is available through DOI Learn.	Barry Noll	9/23/11?
<ul style="list-style-type: none">• Request NSC PowerPoint presentation from Debra Ferris' to upload on SafetyNet.	Dave Schuller	9/2/11
SMIS		
<ul style="list-style-type: none">• Address the SMIS issues raised by SHC members in this meeting and report back to the Council at the November 2011 SHC meeting.	Armando Galindo	11/15/11
<ul style="list-style-type: none">• Work with Armando Galindo to design an exposure log function for SMIS.	Mary Parkinson, Mike May and Bill Miller	9/23/11
<ul style="list-style-type: none">• If not already done, send names of possible SMIS beta testers (both safety and WC) to Armando Galindo.	Bureau Safety Managers	9/23/11
485 DM Chapter 30: Firearms for Non-Law Enforcement Personnel		
<ul style="list-style-type: none">• Revise the chapter based on the Council's feedback and resubmit for surnaming.	Dave Schuller	9/16/11
485 DM Chapter 21: Radiation Safety		
<ul style="list-style-type: none">• Send comments on Chapter 21 to Dave Schuller.	Bureau Safety Managers	9/19/11
<ul style="list-style-type: none">• Send the marked up version of the chapter to the IH work group for their review.	Dave Schuller	9/30/11
DOI Radon Action Plan		
<ul style="list-style-type: none">• Draft a memo from Pam Malam to convene a multi-disciplinary work group including Willy Taylor, and Debra Sonderman.	Bob Garbe	8/26/11

• Contact OEPC for data from their annual survey on radon.	Bob Garbe	8/26/11
• Research radon mitigation costs.	Bob Garbe	8/26/11
• Send the next draft of this letter to the SHC.	Bob Garbe	9/1/11
• Send the next draft of this letter to Pam Malam, Pam Hayes, and Rhea Suh for their review prior to the 9/20/11 meeting with EPA.	Bob Garbe	9/12/11
485 DM Chapter 7 – Serious Accident Investigations		
• Talk with Bureau Aviation Managers about a greater level of coordination between Safety and Aviation on accident investigations and whether the SAI processes should be integrated or aligned.	Bureau Safety Managers	9/16/11
• Talk to AMD about a greater level of coordination between Safety and Aviation on accident investigations and whether the SAI processes should be integrated or aligned.	Barry Noll	9/23/11
• Work with OSH on the revision of 485 DM chapter 7. The Interagency SAI Team will review 485 DM chapter 7 against the SAI Guide.	Jim Chandler	11/30/11
2012 Projects		
• Send Sue Thomas the table with the current project funding information, which will be included in every future meeting summary.	Bob Garbe	11/1/11
POWER Initiative		
• Take this recommendation (to determine the feasibility of the proposed safety actions within the available resources of the bureaus) to Diane Schmitz and report back to the Council.	Dave Schuller	8/26/11
NWCG Boot Standard		
• Conduct a conference call with the NWCG to discuss the boot standard in greater depth and recommend they seek a waiver from OSH through Diane Schmitz.	Barry Noll and Paul Holley	9/23/11
• If requested by Diane Schmitz, provide input into the decision to grant a waiver to NWCG.	Council Members	TBD
Safety Week		
• Submit to Dave Schuller for upload onto SafetyNet, information about bureau level 2011 safety week activities.	Council Members	9/30/11
485 DM Chapter 3: Annual Action Plans and Status Reports		
• Circulate chapter 3 to the Council for their feedback.	Dave Schuller	9/30/11

• Send feedback on the chapter to Dave Schuller.	Council Members	10/31/11
November 2011 SHC Meeting		
• Investigate the logistics of the potential field trip and communicate with the Council.	Mike May	9/19/11
• Ask Jim Chandler for next year's SAI training dates to align SHC meetings with these trainings.	Dave Schuller	9/9/11

Meeting Participants

Affiliation	Name	Email	Office Phone
AVATAR	Sue Thomas	Sue_Thomas@avatarinc.info	503-230-1201
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BOEMRE	Rose Capers-Webb	Rose.capers-webb@boemre.gov	703-787-1541
BOR	Jim Meredith	jmeredith@usbr.gov	303-445-2695
FWS	Jim Chandler	Jim_chandler@fws.gov	303-236-8193
FWS	Mary Parkinson	Mary_parkinson@fws.gov	703-358-2255
NBC	Steve D'Antoni	Stephen_d'antoni@nbc.gov	202-501-8693
NPS	Mike May	Michael_May@nps.gov	202-513-7222
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OSH	Dave Schuller	David_Schuller@ios.doi.gov	202-513-0767
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Members Absent			
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