

**DOI Occupational Safety & Health Council**  
**8/5/2014 Conference Call Summary**

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Council Members Present: Rose Capers-Webb (BSEE), Steve D'Antoni (OFAS), Paul Holley (IA), Mike May (NPS), Bill Miller (USGS), Cynthia Duffield (USGS), David Choiniere (USGS), Kerry Lyons (FWS), Ed Jerome (BLM), Theresa Gallagher (BOR), Barry Noll (OSH), Dave Schuller (OSH), Armando Galindo (OSH), Rjiv Giri (OSH), Bob Garbe (OSH)

Council Members Absent: Maurice Banks (OSM), Rhonda Poolaw (OST)

Meeting Agenda:



August 5 2014 SHC  
Conference Call Ager

**SMIS IAS & EAS Development and Implementation Update – Armando Galindo**

Armando presented the Inspection and Abatement System (IAS) and Exposure Assessment System (EAS) development and implementation approaches.

**IAS:**

- USGS, BLM, and BOR will test application first prior to deployment department-wide
- Ability to upload document feature added. This feature will augment the IAS, EA and the SMIS modules. OSH is configuring a new dedicated NPS server to start this work
- A data request was made to the test bureaus (June 28<sup>th</sup>) to commence system configuration; USGS not required to respond; BLM responded and OSH is waiting for a BOR response on configuration
- FWS expressed an interest to test the system as well; OSH can have FWS personnel start previewing the application after September

**IAS Demo Test Periods:**

USGS: September 1-9, 2015

BLM: September 15-30, 2015

BOR: October 1-10, 2015

**IAS Webex Training Dates:**

USGS: September 24, 2015 – \*Webex announcement to follow

BLM: October 8, 2015 – \*Webex announcement to follow

**EAS:**

- New Webex training scheduled for **August 13, 2015 from 2:00 pm – 4:00 pm (EST)**  
**Webex meeting number: 642707765**

**SMIS: Employee Accident Reporting Option – Armando Galindo**

Armando discussed the SMIS team approach in adding this feature to SMIS.

- Employee reporting process will be deployed in conjunction with IAS. OSH SMIS team will discuss its proposals for these changes during the Sept 10<sup>th</sup> SMIS Users Group meeting. OSH SMIS team is expecting to add this feature to SMIS in the fall of 2014.

- David Choiniere (USGS) discussed the background and need to have this as a submission option for employees who desire to enter a first aid, near miss, or hazardous condition case for tacking purposes; not for cases expected to generate a CA-1 or CA-2
- SMIS User Group and the SHC will be solicited to assist in determining “where in SMIS” will this reporting feature be located

#### **SMIS Establishment Matchup with FPPS Data – Armando Galindo**

Armando presented the difficulties in assuring FPPS data matches with the existing SMIS Establishment data. An alternate approach was determined to meet the Department’s reporting requirements to Bureau of Labor Statistics.

- OSH SMIS team will not be able to match FPPS with SMIS Establishment data at the current time; unsure if this could be done at all unless the data was manually entered
- OSH SMIS team will make adding work hours from volunteers and contractors mandatory on the OSHA report and then the system will save this data in SMIS for future reporting purposes

#### **SMIS Document Upload Feature – Armando Galindo**

Armando presented the new SMIS document upload feature to be added later this year.

- Upload server is almost ready for service and needs a final security assessment before being connected to the application
- OSH SMIS team will present a number of ideas on how the upload feature will be used in the EA, IAS, and the accident reporting feature of SMIS during the SMIS Users Group meeting scheduled for September 10, 2014

#### **Joint OSH & OWF Chainsaw “Instruction” Development – Dave Schuller**

Dave presented an overview of the draft “Felling Instruction” guidance document created by OSH.

- Background for instruction development: Initially the Department, in partnership with the US Forest Service, sought a Wildland Firefighting exemption from the OSHA 29 CFR 1910.266, *Logging Operations* standard – and in doing so, determined there were no consistent or standardized DOI policies or procedures that would be used to regulate felling operations in lieu of OSHA’s “Logging” standard; hence the creation of a DOI “Felling” Instruction
- In the absence of agency felling standards, OSHA will hold DOI to adherence with the applicable components of OSHA’s Logging Operations standard
- The DOI felling instruction document was circulated through the wildland firefighting community by the DOI Office of Wildland Fire. Bureaus that provided review feedback were BLM, NPS, and FWS – IA had not provided feedback by the date of this conference call
- Once the fire community’s review comments are considered and/or incorporated, a revised draft will be sent to bureau safety managers for feedback
- The SHC suggested submitting an OSHA exemption from the OSHA Logging Operations standard based on the fact that wildland fire fighters enter fire areas to perform extinguishment whereas loggers leave when there is a fire; OSH will consider revising the exemption request after consulting with U.S. Forest Service
- The S-212 training course is “training” and not considered an agency felling standard or process

#### **DASHO Agenda Discussion – Barry Noll**

Barry sought DASHO agenda topics from the SHC – none were proffered.

- Next DASHO meeting: **August 28, 2014, from 9:30 am – 11:00 am**, in the Udall Main Interior building

**Other Business/Open to Council**

Barry provided a short briefing on the status of the SMIS Configuration Control Board, Worker's Comp Council's (WCC), and the OSH realignment plan. The meeting was then opened to any SHC topics of discussion.

- The CCB Chair, Ralph Charlip, moved to a new position with DOL leaving the Chair position unfilled at the moment. It's unclear of the CCB's path forward as of the date of this conference call
- The Workers Comp Council's (WCC) status is also unclear with Ralph's departure
- Barry briefly discussed the WCC case management module – he noted that Emery Gallant (FWS) was to provide module specifications for the SMIS development team to evaluate; OSH has not received any design specifications as of the date of this conference call
- Barry provided a brief status of the internal OSH realignment – OSH doesn't know what the DAS plans to do with the offices/functions considered for realignment
- Theresa Gallagher (BOR): Jim Meredith's retirement ceremony will be held in Denver December 20, 2014. Please contact Theresa if you would like further details on Jim's retirement ceremony
- Please send Theresa any stories about Jim you would like to have read at his ceremony
- Barry briefed the USFS and DOI SAI status: Representatives from both DOI and USFS are expected to meet in December to begin development of a joint SAI process
- No further Facilitated Learning Analysis (FLA) training opportunities have been offered by USFS; although USFS has offered the opportunity for a DOI representative to participate as an observer on a CRP/FLA assignment
- NPS conducted an FLA for an incident where a fire fighter fell from the roof of a training facility – NPS stated that those involved in the FLA found it to be a useful tool – WSAO found a few areas of weakness but overall thought it was well done
- Ray Fiorillo has officially retired

**Next SHC Meeting: December 3 – 4, 2014 (or the 4<sup>th</sup> if a conference call)**