

S.O.R.T. MEETING MINUTES

March 18, 2008 – WSRMP

Present:

Dale Webb ó West Sound Utility District
Robert Smart ó Covington Water District
Len Cornwell ó Sammamish Plateau Water & Sewer District
Bob Forslin ó Fall City Water District
Kurt Oakland ó Woodinville Water District
Curt Russell ó Alderwood Water & Wastewater District
Gary Tollefson ó Olympic View Water & Sewer District
Andrew Cook ó North Perry Avenue Water District
Terry Lindsay ó Skyway Water & Sewer District
Jason Sharpe ó Ronald Wastewater District
Brian Rivera ó WSRMP
Leah Vergosen - WSRMP

♦ WELCOME/INTRODUCTIONS

- The meeting started 9:00a.m.

♦ NEW/OLD BUSINESS/DISCUSSION

- There was discussion of developing a basic template for SORT members to enter the Program information and then sending it to Brian for formatting, proofing and posting to the Pool website.
- There was discussion whether to have the definition terms in the beginning or the end of the Programs.
- We reviewed the SORT PowerPoint presentation that was going to be presented at the Semi-Annual meeting on 03/20/08.
- We decided to view the Fluke DVD at the next meeting.

♦ PENDING PROGRAMS

- **Welding/Cutting** – Andrew informed the committee that he is on track for having a draft for review in April.
- **Respiratory Protection Program** ó Kurt reported that he is moving along at a good pace for having a draft for review in April. He also stated that he received some good pictures from Len for the Program.
- **Hazard Communication** – Dale discussed that he is having difficulty putting his Program in the new format. Further discussion followed.
- **Fall Protection** – Len started the discussion on which term to use in the Programs ó designated person or designated safety person. There was much discussion and it came down to voting on the issue. The vote was in favor of using “designated person” in the Programs.
- **Office Safety** – Robert had the Program in the new format and the committee reviewed it.
- **Bloodborne Pathogens** - Curt had the Program in the new format and the committee reviewed it.
- **Const. Equip. Safety** – Robert was going to resend the Program to the committee for review.
- **PPE** – Gary stated they have been short handed at work and he had no update on the Program.
- **Lifting & Rigging** – Len reported that he is on schedule with his review.
- **Hand/Power Tool Safety** – Terry stated he would have a draft for the committee to review at the next meeting
- **Job Site Communication** – Bob stated that he hadn’t started reviewing the Program yet.

◆ **VIDEOS**

- We watched 3 DVDs; Driven to Distraction, Rudy ó Safety Takes Courage & Electricity ó Itó What Makes the World Go Round. The committee decided the Driven to Distraction was the best because it presented the safety information from a different perspective.

◆ The meeting adjourned at 2:30 p.m.

◆ The next meeting will be April 15, 2008, at West Sound Utility District.

Minutes approved _____ DALE WEBB _____
Committee Chairperson

Date approved _____ APRIL 3RD 2008 _____