

S.O.R.T. MEETING MINUTES

September 18, 2007 – Ronald Wastewater District

Present:

Jason Sharpe – Ronald Wastewater District
Dale Webb – Karcher Creek Sewer District
Robert Smart – Covington Water District
Kurt Oakland – Woodinville Water District
Terry Lindsay – Skyway Water & Sewer District
Len Cornwell – Sammamish Plateau Water & Sewer District
Curtis White – Coal Creek Utility District
Kyle Galpin – Annapolis Water District
Gary Tollefson – Olympic View Water & Sewer District
Brian Rivera – WSRMP
Leah Vergosen - WSRMP

◆ **WELCOME/INTRODUCTIONS**

- Jason started the meeting at 9:15am.

◆ **NEW/OLD BUSINESS/DISCUSSION**

- Both Robert and Jason were going to resend the work they have done on the Sewer Line Maintenance & Locater Safety Best Practices to the committee for review/comment. Len was going to research structure for BP's.
- Len brought to the attention of the committee consistent format concerns with the programs. He brought a sample template to share with the committee. Robert was to send the Sodium Hypochlorite program to Brian so he could work with Len on reformatting and for discussion at the next meeting.
- The committee discussed what they wanted included in the semi-annual slide presentation.

◆ **PENDING PROGRAMS**

- **Welding/Cutting** – Kenny is no longer employed with North Perry Avenue Water District. This program is being transferred to Andrew Cook with North Perry. Andrew was not present to update the committee on the progress of the program review.
- **Respiratory Protection Program** – Suggestions were made to reference the single most common procedure for testing that is used and then refer to WAC's for other sources. Kurt was going to e-mail his draft to the committee for their review/comment.
- **Hearing Safety** – Gary completed the updates and the program is ready to post on the Pool's website.
- **Hazard Communication** – There was several changes suggested to the program about striking certain information, references & the use of checklists. Dale was going to make the changes and present it at the next meeting for final review.
- **Sodium Hypochlorite Safety** – Robert believes his review/updates to this program are complete and was going to e-mail it to Terry & Kyle for their review/comments.
- **Annual Review of Programs** – Jason reported he had some problems finding some information regarding back injury prevention & Sara Title III.

◆ **VIDEOS**

- No video was viewed this month due to time constraints.

- ◆ The meeting adjourned at 3:00 p.m.

- ◆ The next meeting will be October 16th at Woodinville Water District.

Minutes approved _____
Committee Chairperson

Date approved _____