

S.O.R.T. MEETING MINUTES

June 22, 2010 – Covington Water District

Present:

Kurt Oakland – Woodinville Water District
Robert J. Smart – King County WD #90
Andrew Cook – North Perry Water District
Curt Russell – Alderwood Water & Wastewater District
Dale Webb – West Sound Utility District
Vincent Gabrio – Coal Creek Utility District
Larry Shenk – Covington Water District
Terry Lindsay – Skyway Water & Sewer District
Len Cornwell – Sammamish Plateau Water & Sewer District
Robert Smart – Covington Water District (Lunch)
Leah Vergosen – WSRMP
Krystal Bishop - WSRMP

◆ **WELCOME/INTRODUCTIONS**

- The meeting started at 9:15 a.m.
- We greeted each other, and shared/networked.

◆ **NEW/OLD BUSINESS/DISCUSSION**

- Committee members that attended the Driver Safety Training at West Sound Utility District on June 15-16 reported on what they liked, etc.
- Leah and Krystal attended the WA Traffic Safety Conference on May 20, as did Curt and Kurt. Krystal reported.
- Dale reported on the Confined Space/Trenching & Shoring training held at West Sound on June 8-9.
- Leah reported on the Pool Staff's/EC's trip to the PRIMA Conference in Orlando, FL June 6-10.
- Leah and Krystal shared about the upcoming Claims Training at West Sound on June 24, as well as Covington on July 21 and Alderwood in September.
- Leah reported that the Pool was looking for a new Office Assistant, and would be conducting interviews soon.
- Leah reported on the new Belfor "Red Alert" program.
- We reviewed and approved the SORT May minutes.
- We assigned programs for review.
- We discussed adding a "post-accident" advice/policies to the Vehicle Fleet & Maintenance program, or to "Incident/Accident Investigation".
- Due to time restraints at work, Robert offered up his Vehicle Fleet & Maintenance program. Len offered to take it on, with Vince to email him a PowerPoint on the subject.

◆ **PENDING PROGRAMS**

- **Asbestos Awareness** – Andrew has worked on it, and will have something to report in September.
- **Back Injury Prevention** – Dale has worked on it, and will have something to report in September.
- **Office Safety** – Vince had a couple of minor formatting changes to make, but it was viewed by the Committee and approved for posting. He was to send the finished version to Krystal for posting on the Pool website.
- **Vehicle Fleet & Maintenance** – Len will be taking over for Robert.
- **Emergency Preparedness** – Gary was absent.

