

# **PK Safety Team Recap**

## **Tuesday, February 1, 2022; 9:00 AM**

### **Attendance**

Organizer: Kurt Shea

Attendance: Kurt Shea, Jason Wilde, Adam Thorman, Dave Lehner, Patti Moore (McShea), Kevin Shea, Jeff Spackman, Paul Keene, Kim Patton (Hi-Lite), Matt Shea, Chris Shea, Mike Cagle, Chris Reo, Jessica Bunch, Michelle Ellenberger, Dan McWilliams, Kyle Van Dusen

**Introduction:** *This is a Zoom conference and available through mobile device. If driving, pull over and stop to participate safely. If participating while driving the video must be disabled and the device must be operated hands-free. Follow all traffic laws.*

### **Comments from the Field/Shop/Yard**

- None

### **Discussion Items**

- Think Z Safety – Presentation
  - Presented Think Z Safety culture introductory PowerPoint.
  - Update the presentation to present at the PK Spring General Meeting.
  - Think Z Culture has been a huge success at Hi-Lite markings.
- Safety Committee
  - Continue monthly safety committee. Search for a committee chair.
    - Chris Shea recommended that a committee chair be a person from the road.
    - Committee chair is a voluntary position unless no one volunteers. If no one volunteers a chairperson will be appointed.
    - The committee chair position will be rotated.
  - Start weekly safety discussion at each division. Hold meetings at the end of the week to recap and plan the next week or start of the week to recap previous week and discuss upcoming week.
  - McShea starting Safety Committee with the goal of holding the first one in March.
- Incident Review Team
  - Establish an incident review team that meets monthly before or after daily scheduling meeting. Review incidents from previous month. If no incidents then incident review team meeting is not needed.
  - Purpose is for the team to work together and analyze the events leading up to an incident. Identify causal factors and find ways to eliminate a recurrence.

### **Summary (To Do)**

1. Add fire extinguishers to the inside of all forklifts.
  - a. In progress. Each division is responsible for adding fire extinguishers
2. Add fire extinguishers to large trucks so that there are two fire extinguishers; one on each side of every large truck.
  - a. In progress. Each division is responsible for adding fire extinguishers.
3. Place warning labels on Tape Buggy trays and make a safety training video for tape buggy operation.
  - a. Chris Reo will order labels for the Tape Buggy and Fasten Seat Belt stickers for trucks.
  - b. Kurt will provide the text to Chris Reo for the Tape Buggy warning labels
4. Send PK training video links to all in attendance.
  - a. Kurt emailed training video links to meeting attendees.

### **Next Meeting**

- Tuesday, February 22, 2022

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