

Round Table Discussions Dec. 2019 Safety Council Meeting FY20

Round table discussion topics #1

Stress relief in the work place

1. Whatever your work demands, there are steps you can take to protect yourself from the damaging effects of stress, improve your job satisfaction, and bolster your well-being in and out of the workplace.

What are the things you do, or your organization does, to help reduce your overall stress levels?

- Special discounts (i.e.; gym memberships), Wellness Wed. "Take walks outside"
- Parties/celebrations/get together amongst coworkers
- Be nice to people, Be Flexible, take a break and make it know that you really want and need you employees to take a break, take a walk, make the office more accessible for the employees
- Flexible hours, no penalty for taking care of Dr./ kids and then coming to work where they can make up their time
- Key fob to enter building to help insure that you are safe, know that there are safety measures in place
- "Someone to vent to" Have management have a plan to make a safe space to let their employees talk to them, do a walk with a section of employees ever week so it gives them an opportunity to talk "walk and talk" "lunch and Learn"/ think outside the box
- Yoga breathing techniques to integrate into the workday use it two time daily
- Food, candy, pancake day or events to thank employees for the work that do during change. Lunch-in's, weekly drawings
- Employee Assistance program/outside resources get to know their hobbies
- Monitor/ evaluate the work load/demands
- Cross training/ communication PGM's
- Having a work out room, Ping-Pong table, stress balls, wellness programs, offer cross-fit
- Good communication, equipment, parts, greet each person every day to let them know you're their open for any discussion
- EPA programs
- Step back count to 10, not always life & death / work our desks
- Make up clear expectations of what everyone needs to do
- Create a program that lets employees know that that there are resources available.
- Do max hours at 10 to keep stress down, allow position changes for mundane work
- Match a young employee with a mentor or when a younger employee finds someone that they look up to or like working with encourage the positive connection to create a happier work environment, want to come into work vibe
- Actual training and keeping tabs on leadership so they are not going through the motions

#1 Based on this topic, what's your recommendation for a future safety council presentation?

Construction safety

OSHA process & procedures

How to avoid stress at work

EPA & EPA discussions by Pronder about offerings

Stress reliver in the work place

How to support employees going through life changes

How to administer workout YMCA programs/benefits

Wellness in the workplace

Any on site counseling service for stress related training for leadership (recognition & response)

Supervision Mentorships

Round table discussion topics #2

Effective Training and Education

2. Education and training provide employers, managers, supervisors, and workers with knowledge & skills to do their work safely, as well as, with awareness and understanding of hazards.

How do you communicate OSHA-required training so that it's most effective?

- Incentive new employees to get OSHA 10 in 1st 90 days, then sign them up for the OSHA 30 after they finish their 10
- Focus on customer needs requirements
- Emphasis on trench safety and specific to jobs
- Weekly tool box-personal stories
- Engage the employees with interactive hands on training
- Set the examples – walk the walk and be real about it, do not act like what you know is unattainable as so many employees are looking to be informed and educated
- Talk directly to employees on the floor
- Coach and mentor, Instructor leads
- Staged events/ role playing as most likely scenarios, risk-based scenarios
- Sending out communications to our employees
- Put together a PowerPoint presentation then share in weekly meeting and share the “weekly safety message” have the leaders share the message to their team and when the safety manager walks around they will ask the employees what’s this week’s safety message and if they know the full lesson /message they get a dollar or good candy / “tool box talks”
- Quizzes and raffles with prizes too
- OSHA training /specialists /training videos /online schooling
- New employee orientation – department specifications delivered by a supervisor (video, worksheets, online, etc.)
- New employee department specific delivered by a supervisor (video, worksheets, online, etc.)
- Ask questions - during training, quiz, post training interview on the floor
- Observe behavior post training - develop job safety descriptions with signs and place cards
- Use external resources- booklets, pamphlets BWC Library
- Review complicated tasks together, take test together in group and on one for training
- The older you get the more aware you get of Safety. Seems more important
- Intermingle, make simple, they will see your example
- Human Compassion – We Care (not just production) care about the people
- Address Safety Issues Immediately
- BWC Library (New Hire Orientation, review articles, annual topics)
- Communicate why there are new rules and that it’s not just for kicks
- Deliver new information as constant as possible across the board
- Multiple ways to communicate the message (poster, meetings, repeated, multiple, videos, tool box talk, forms...as everyone learns differently use better visuals)

- With Games to communicate training, outside training, PowerPoint presentations, questions during training and after
- Hands on training/classes
- Provide an online service that requires all employees to go on-line and take several courses/tests pre year and offer them a gift card for completing all of them
- Hold monthly or quarterly safety meetings on safety related topics that apply to their job requirements
- Provide the opportunity to have some of our employees become OSHA Trainers

#2 Based on this topic, what's your recommendation for a future safety council presentation?

Table top talks

Risk planning, how to do "stall" talks

OSHA certification info

How to find the tap into training resources

Online education options -affordability, availability, good quality, inexpensive

Training Retention

What resources, how to, what are the advantages

What's good, what's better, keep it relevant, how to

Best way to effectively communicate OSHA-Required training

Round table discussion topics #3

Positive Safety Culture

3. Safety culture is the collection of the beliefs, perceptions and values that employees share in relation to risk within an organization. It's the attitude of beliefs that employees share in relation to the handling of safety issues in the work place.

What are some of the steps taken in your organization to promote a positive safety culture in your workplace?

- Weekly Safety Meeting without management Involvement. Discuss issues that just the "crew" feels are important-
- Employee Engagement make the employees know that they part of the team and their options matter
- Implement a program that allow employees to look for safety issues and provided an effective solution. Put their names into a drawing to win a prize or cash.
- Immediately respond to situations take care of the situation
- Reinforcing the standards that we should be following already management enforce the positive and corrective actions
- Making mock situations and share with employees the reactions that the business is looking for and keep the plans in one place and keep it going and keep this type of reinforcement up as it will take time but become part of your company culture
- Resolving Issues, Empathy/Respect/Concern
- Do things, build trust, lead by example, accountability, answering suggestions, reinforcement (for the right things)
- Suggestion box/ email board
- Safety Bingo once a month
- Open Door policy
- Work with non-profits while on restrictions, when work can't accommodate the restrictions
- Company (management) caring
- Having a specific safety person
- Board post's, How many safety day's
- Peer Pressure can improve culture of other employees pay attention to each other
- Practice, practice, practicebe the example
- Shift meetings; Any employee can lead (be in drawings to win safety items) allow them to present or give a topic to someone
- Send Safety info items to homes
- Postings-process to share postings results and safety
- A lot of communication for any changes
- Getting feedback from Employees "work smarter not harder"
- "I can" program from suggestions, rewarded in bonus or in gift card
- Make safety open and interesting -respectful-concerned as opposed to oppressive and dismissive
- Communication conditioning -provide and answer (let them know you are working on an answer)

- Employee Selection process-interview standards
- Treat employees as equal (as equal human beings) and with Respect
- Ask for information -inform employees of what to do.
- Employees afraid they'll get in trouble -need to remove punishment for reporting injury or near miss, build trust this then leads to a lot of other positive openings
- Positive reinforcement
- Reward for near miss/hazardous condition reports
- Set example from the top down
- Hold supervisions, management, employee's accountable, promote good house keeping
- Promote good housekeeping
- Setting appropriate examples
- Showing sympathy toward other
- Leadership=leading by example
- Communication/resolving issues
- Active listening
- Continuous ongoing mentoring
- Leading by example
- Weekly group discussions on each shift
- Employee led safety efforts and leadership support
- Employee recognition
- Peer recognition programs
- Bonuses, gifts, etc.
- Work flexibility (hours, assignments, etc.)
- Criminal background hiring on case by case basis

#3 Based on this topic, what's your recommendation for a future safety council presentation?

Talking about taking care of all your shifts and keep that communication open

Have Tim Collete; come and speak on "ME talk' who is the most important person in the company and ideas on how to have a well involved department

How to change the culture

Ascent

How to reward employees for safety w/o violation OSHA Regulations

"Creating a Safety Culture"

Communication

Conflict resolution

How to actively listen

How to efficiently educate

General prescreening (social media, etc..)