



# MEETING MINUTES

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## 2022 Meeting Schedule

February 17<sup>th</sup>

May 29<sup>th</sup>

August 18<sup>th</sup>

November 17<sup>th</sup>

## Power Generation VPP Call

*Date / time* 2/17/2022 1:30 PM | *Meeting facilitated by* Alexander Miller and Kelli Heflin

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### 1. Roll call via chat function

#### 2. Welcome by Kelli and Alex

##### a. Welcome from Kelli

i. First call of the year

ii. Start of the third year. On call participation has grown from 12 people to upwards of 65 people.

#### 3. Safety Moment – Chris Trevino, CSP – Corporate Safety Manager, NAES Corporation

##### a. Spring Things

i. Time change – Losing an hour

1. Can cause drowsy driving, lower productivity, depression, bad tempers

ii. Alarms and Detectors (smoke, CO detectors, appliances exhaust)

1. Test once a month and replace each year

2. Appliance's exhaust free of debris

iii. Emergency Plan

1. Teach children the plan



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2. Shelter in place
3. Emergency kits (home/car)
- iv. Housekeeping
  1. Read warning on cleaning supplies
  2. Out of reach
  3. Get rid of expired/unwanted meds (pharmacies/police depart. Etc)
4. VPP Updates – New Applications, New Approvals, Re-Approvals, etc.
  - a. Kelli Heflin – Arapaho site – Recommended for star status
    - i. 3 action items discovered
    - ii. Best practices
      1. Employee engagement (JSA, training)
      2. Plant systems expert program
    - iii. One Drive limited time access for sharing data on multiple computers
  - b. Region V – Tim Smith
    - i. Submitted application April 2020
    - ii. Holding for update on status
    - iii. Alex to reach out to Nancy for update
  - c. Covanta Marion in Oregon – Approved for star in last quarter of 2021
  - d. Luminant Blackstone and Bellingham Plants
    - i. May 23 – May 26 – Onsite visit
    - ii. Difficulty getting team member SGEs to assist with on site



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- iii. Encourage people to become SGE's. (In person or virtual training this year)
- iv. Brian Sullivan inquired on flexibility of SGE's traveling to other regions to assist
  - 1. Dave Smith – 1, 2, 3 regions are likely acceptable
  - 2. Alex Miller – Luminant allows for travel to other regions for SGE's
- 5. VPP Element – Chris Trevino, CSP – Corporate Safety Manager, NAES Corporation
  - a. Safety and Health Training
    - i. Introduction to NAES Corp.
      - 1. Four people that you work safe for (Safe four the right reason)
        - a. NAES Safe for the Right Reason
          - i. Pictures of family members or friends
          - ii. Trucks, recreational toys, hobbies OK too
      - ii. Presented Elements
        - 1. Assess your training needs
          - a. Build JSA/JHA's
          - b. Gap Analysis
          - c. Safety Program Assessment
          - d. Standards and Regulations
          - e. Just ask
        - 2. Is the training effective
        - 3. Who gets trained
        - 4. What to train on



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5. Next Level training for VPP
6. OSHA VPP Policy and Procedures Manual
7. Documentation and Recordkeeping
  - a. If it isn't documented, it didn't happen
8. Kelli Heflin added: Third party CBT – make sure you have site specific training that builds into the third-party training

## 6. Group Discussion Topic - Kelli

- a. Housekeeping Best Practices - How do you maintain and improve your housekeeping throughout the year?
  - i. John O'Rourke – Once everyone was gathered for timesheets, it was a good time to focus on an area that needs attention. All employees enjoyed lunch and then participated in area walk.
  - ii. Anthony Russo – Thursday – Hazard Hunt/cleanup in specific area.
    1. Training is provided on how to identify hazards for each employee.
    2. Get it clean and keep it clean
  - iii. Brad Baptiste – Areas that you own yourself, you tend to take care of. Areas that no person owns, it would be neglected. Assignments to areas are best to maintain the best housekeeping. "Safety at the edge."
  - iv. Open floor for additional questions and suggestions.
    1. Brad Baptiste
      - a. 2 Northwestern Energy sites successfully recertified



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- b. Onward Energy Arapaho – Initial VPP – will be recommended for Star
  - c. New OSHA administration is supportive of press releases for VPP status
    - i. Initial or recertification
    - ii. Opportunity to share success with local news outlets
  - v. Brian Ahern – Casco Bay Energy
    - 1. Divide site into cleaning stations
    - 2. Visit other sites
    - 3. Routine Safety walks
7. Newsletter – Courtney Robinson
- a. Sent out – reach out if you would like to join or add article
  - b. First edition with 100% PGVPP participant content.
  - c. Courtney developed – Nicely done!
8. Benchmarking
- a. Interested? Reach out to Alex Miller
9. Pictures / graphs in Self-Assessment – Narrative is most important
- i. Kelli – Pictures are included in their self-assessment
  - ii. Brad Baptiste from OSHA perspective
    - 1. Appreciates graphs and photos
    - 2. Pictures does not replace but supplements the narrative



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3. If you can show improvement on employee engagement, that is a good example for the use of photos and graphs

iii. Rich Brown

1. Graphics are fine, but narratives are expected

iv. Brian Sullivan

1. Will include graphs of trends (injury illness trends)

2. Photographs for corrective measures (before and after)

3. Narratives are required.

b. Hydrogen Procedures

i. Who has a defined procedure?

1. More specifics required to answer more thoroughly

2. Scott Christensen – willing to participate in group meeting

3. Stephen Willis - will provide their insight

## 10. Upcoming event

a. 2022 VPPPA conference Schedule



NATIONAL - AUGUST 23-25, 2022 WASHINGTON, D.C.  
REGION I - JUNE 21-23, 2022 KILLINGTON, VT  
REGION II - TBD  
REGION III - MAY 8-13, 2022 HERSHEY PA  
REGION IV - JUNE 7-9, 2022 BIRMINGHAM, AL  
REGION V - JUNE 13-16, 2022 SANDUSKY, OH  
REGION VI - MAY 23-26, 2022 SAN ANTONIO, TX  
REGION VII - OCTOBER 17-19, 2022 DES MOINES, IA  
REGION VIII - MAY 2-5, 2022 IN CHEYENNE, WY  
REGION IX - APRIL 26-28, 2022 HENDERSON NV  
REGION X - MAY 10-12, 2022 BOISE, ID



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b. National OSHA Alliance opportunity between OSHA and PGVPP

i. Initial stages in progress

**11. Next Meeting — May 19<sup>th</sup>**

a. Group Discussion Topic Suggestions

b. VOLUNTEERS:

i. Safety Moment – Ray Delfing

ii. VPP Element – Alex & Kelli

iii. Note Taker – Jason Shaw

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