



OREGON SHARP ALLIANCE
OPERATING COMMITTEE MEETING MINUTES
August 9, 2018

Minutes of the meeting of the Operating Committee for the Oregon SHARP Alliance

The meeting was teleconferenced from several locations in Oregon. Present at the meeting were:

Teleconference/Host location: OR-OSHA Eugene Field Office

Eileen Tanner, Covanta Energy (Chair)
Jodi Hall, Duro-Last Roofing (Treasurer)
Josh Johnson, Adroit Construction (Secretary)
Mark Hurliman, Oregon OSHA SHARP & VPP Coordinator (Oregon OSHA Liaison)
Kristi Bokody, Ninkasi Brewing Company (Region 3 Delegate)
Brandon Affolter, Tillamook County Creamery Association (Region 7 Delegate)
Duane Grange, Delta Sand and Gravel (Partner Delegate)
Misti Carpenter, Tillamook County Creamery Association (Guest)

Teleconference

Cliff Butler, Sherwin-Williams Purdy (2nd Vice Chair)
Boe Carter, Packaging Corp of America (2nd VPP Delegate – Regions 1, 2, & 7)
Julie Stout, Georgia-Pacific (1st VPP Delegate – Regions 3, 4, & 8)
Rocky Simmons, Region X Chairperson

Absent

Erica Frey-Hoyer, Packaging Corp of America (1st Vice Chair)
Scott Anderson, Covanta Energy (Region 2 Delegate)
Chris Lawrence, Boise Cascade (Region 4 Delegate)
Heath Foott, Bend Research (Region 5 Delegate)
Jay Schindler, Pacific Klamath Energy (At Large Delegate)
Shawna Bergeron, Key Knife (Region 1 Delegate)
Jeff McCulley, PGE Coyote Springs (Region 6 Delegate)
Randy Rema, Rema Electric (Region 8 Delegate)
Ray Illingsworth, Marvin Wood Products (3rd VPP Delegate – Regions 5 & 6)
Jennifer Olson-Morzenti, Thermo Fisher Scientific (1st Past Chair)

Eileen Tanner brought the meeting to order at 10:00 AM

- Welcome and introductions.
- Teleconference was up and functional with a few members calling in to the meeting.
- Minutes from the May 2018 meeting were sent out as a pre-read document with today's agenda. Motion to approve minutes made by Duane Grange, seconded by Eileen Tanner, and all were in favor.

TREASURER'S REPORT by Eileen Tanner



- Eileen Tanner reviewed the 2018 Profit & Loss Report. Jan 1, 2018 – August 7, 2018. Eileen Reviewed the P & L report and the complete Alliance Finances.
- Eileen has ordered 25 of the VPP flags single-sided for \$1,304.00.
- Brandon Affeltor made a motion to accept the Treasurer's Report as presented, Josh Johnson seconded the motion, and all were in favor.
- Jodi Hall motioned to accept the Balance Sheet as presented, Cliff Butler seconded the motion, and all were in favor.

Treasurer's Position (Eileen Tanner moving to Jodi Hall)

- Jodi Hall of Duro-Last will be stepping up as Treasurer to handle these duties and she was appointed by the Chair Eileen Tanner. She will be serving out the remainder of the current term as Treasurer until the next official election.
- Motion made by Eileen Tanner to get the full-time Treasurer set-up with an Alliance debit card once we have one secured, seconded by Mark Hurliman, all were in favor and we will enact this once the Treasurer has been secured.

Region 1 (Portland Metro) Alliance Activities (Cliff Butler)

- They had a tour of Lamb Research this past week and it was an excellent tour. Cliff reviewed some of the ongoing activities with multiple large corporations in this region and they are doing good work.
- They have multiple sites working toward going VPP currently so this group is anticipating growth.

Web Page Update (Josh Johnson)

- Send any update information you have to Josh for posting on the webpage. We are updating the site with training videos as we shoot them. Josh will be conducting a pass through the contact information as we have it for all members currently.
- We will be updating the web store to reflect the shirts we have in stock and getting rid of the jackets and vests portions as we don't offer them anymore.
- A motion made by Eileen Tanner to change the website pricing for VPP flags to \$60.00 / \$65.00 for members and non-members respectively, motion seconded by Kristi Bokody and all were in favor. Josh made the changes to the webpage to reflect the motion.

Booth Activities (Mark Hurliman)

- Mark has gotten a storage tub to enclose the booth and materials. The booth will be at the Central Oregon Conference. We will be promoting the Region X VPPPA meeting coming up in May 2019 as well.

SHARP Alliance Banner (Mark Hurliman)

- Duane has found this banner and we will be putting it into our display materials for storage. We reviewed the partially broken display easel and will be retiring it.

2 Years of free membership for sponsoring general membership

- Motion to discontinue the free memberships to those who are hosting and/or sponsoring meetings and we will be utilizing the booth and website to promote those companies instead. Motion made by Eileen Tanner and seconded by Kristi Bokody, all were in favor and the motion carries.



Conferences:

9/18-19/2018 Central Oregon Occupation Safety & Health Conference. Bend. The training topic is "OSHA Recordkeeping & Recording Requirements" presented by David McLaughlin from Oregon OSHA. Heath found a place to host the training, the SAIF Bend Office. Duane has some conference flyers that we can distribute.

10/16-18/2018 Southern Oregon Occupational Safety & Health Conference. Ashland
This conference is always well attended and Josh is on the planning committee with Chris Lawrence. Josh will be there and will help man the booth with Mark and other Alliance members as they are available.

11/27-30/2018 Western Pulp, Paper, and Forest Products Safety & Health Conference. Red Lion, Jantzen Beach. Portland
This conference will be attended by Julie Stout and Boe or Erica and they will work the booth. This is a conference that is very well attended and an opportunity for outreach. Mark and Cliff may work at putting together some information on the Region 1 activities to share at the booth. Erica will be hanging on to the booth and will be bringing it back to the GOSH conference.

3/4-7/2019 GOSH Conference. Portland. Many of the Alliance members will be in attendance and will be speaking as well.

Future General Meeting training topics

5/21-22/2018 (Recap) – Pendleton at the Blue Mountain Conference. Distracted Driving class to be presented by Capt. Rudy Almeida and Rocky Simmons.

9/20/2018 – Bend area. The training topic is "OSHA Recordkeeping & Recording Requirements" presented by David McLaughlin from Oregon OSHA. Heath found a place to host the training, the SAIF Bend Office. Duane has some conference flyers that we can distribute.

12/13/2018 – Eugene Area. Mark contacted Wendy with ThermoFisher Scientific to see if they are willing to host this meeting. Maintaining Momentum would be a great class and Cliff and Mark will coordinate the groups needed to present.

3/14/2019 – Medford at Boise Cascade. Class on Electrical Safety Issues by the Power Generation Companies. Jay will work with Covanta and other Power Generation Companies to get this class on track. Klamath Energy will be speaking at this as well.

6/2019 – Blue Mountain Conference. Equipping the Emergent Workforce Through Training and Mentoring. SHARP Alliance Members.

Future Training topics and speakers discussed were: Walking and Working Surfaces – OR-OSHA, Confined Spaces – OR-OSHA and Eileen and Renee, Silica – Trena OR-OSHA Leanne Birdsall and Duane.

Oregon OSHA Update and Letters Review (Mark Hurliman)



Mark reviewed the letter to go out. The information will be posted on the homepage of our website.

Federal OSHA is still looking at modifying the SHARP evaluation sheet.

Open Discussion

Eileen Tanner brought up that we were spending an inordinate amount on tax preparation and we want to scale that back if possible. We will investigate preparing the Alliance's taxes in house so that we can potentially save money on this item.

We will look at having Sharell Lien at or calling in to our November meeting so we can review whether or not we want to increase the cost to attend the Blue Mountain Conference.

We need to have Paypal or the Webpage updated so that when people pay for their membership, it shows what company they work for and can credit it accordingly.

Next SHARP Alliance Operating Committee meeting date will be 11/8/2018.

Meeting was adjourned at 11:36 pm by Chair Eileen Tanner

Respectfully submitted,

Josh Johnson

SHARP Alliance Secretary

Oregon SHARP Alliance

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