

# Parks Safety Committee Meeting | MINUTES

09/14/2021 | 9:00-9:40 | MS Teams Location

Meeting called by	Vanessa Mason
Type of meeting	Fulfill obligation to conduct quarterly safety meetings.
Facilitator	Vanessa Mason
Note taker	Vanessa Mason
Timekeeper	Vanessa Mason

## Members:

**John Wells** – Park Maintenance Specialist - [jwells@parks.nv.gov](mailto:jwells@parks.nv.gov)  
**Kody Kirby** – Park Technician III - [kkirby@parks.nv.gov](mailto:kkirby@parks.nv.gov)  
**Josh Yelle** – Park Interpreter - [jyelle@parks.nv.gov](mailto:jyelle@parks.nv.gov)  
**Robert Ryan** – Park Ranger II - [rmryan@parks.nv.gov](mailto:rmryan@parks.nv.gov)  
**Leo Tylkowski** – Park Maintenance Specialist - [ltylkowski@parks.nv.gov](mailto:ltylkowski@parks.nv.gov)  
**Ashlee Goeddel** – Park Ranger II - [agoeddel@parks.nv.gov](mailto:agoeddel@parks.nv.gov)  
**Don Frade** – Park Maintenance Specialist - [dfrade@parks.nv.gov](mailto:dfrade@parks.nv.gov)  
**Charlie Wells** – Facility Manager - [charlie.wells@parks.nv.gov](mailto:charlie.wells@parks.nv.gov)  
**Allen Woolridge** – Park Supervisor III - [awoolridge@parks.nv.gov](mailto:awoolridge@parks.nv.gov)  
**Jimmie Popham** – Park Maintenance Specialist - [jpopham@parks.nv.gov](mailto:jpopham@parks.nv.gov)  
**Josh Rhein** – L.E. and Training Specialist - [jrhein@parks.nv.gov](mailto:jrhein@parks.nv.gov)  
**Vanessa Mason** – Safety Representative – [vanessalmason@parks.nv.gov](mailto:vanessalmason@parks.nv.gov)  
**\*Cody Tingey** – Eastern Region Manager - [ctingey@parks.nv.gov](mailto:ctingey@parks.nv.gov)  
**\*Craig Robinson** - Southern Region Manager - [crobinson@parks.nv.gov](mailto:crobinson@parks.nv.gov)  
**\*Brad Larkin** - Western Region Manager - [blarkin@parks.nv.gov](mailto:blarkin@parks.nv.gov)

## AGENDA TOPICS

- CALL TO ORDER** 9:00 A.M.
- Items of Business**
  - **Round table introductions**
    - Attendees:
      - Leo Tylkowski – Park Maintenance Specialist

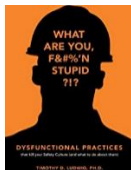
- Don Frade – Park Maintenance Specialist
- Rett Smith – Park Maintenance Specialist
- John Westmoreland – Chief of Staff for AFSCME Local 4041
- Vanessa Mason – Safety Representative
- Members Not Present:
  - John Wells – Park Maintenance Specialist - [jwells@parks.nv.gov](mailto:jwells@parks.nv.gov)
  - Kody Kirby – Park Technician III - [kkirby@parks.nv.gov](mailto:kkirby@parks.nv.gov)
  - Josh Yelle – Park Interpreter – [jyelle@parks.nv.gov](mailto:jyelle@parks.nv.gov)
  - Robert Ryan – Park Ranger II - [rmryan@parks.nv.gov](mailto:rmryan@parks.nv.gov)
  - Ashlee Goeddel – Park Ranger II - [agoeddel@parks.nv.gov](mailto:agoeddel@parks.nv.gov)
  - Charlie Wells – Facility Manager - [charlie.wells@parks.nv.gov](mailto:charlie.wells@parks.nv.gov)
  - Allen Woolridge – Park Supervisor III
  - [awooldrige@parks.nv.gov](mailto:awooldrige@parks.nv.gov)
  - Jimmie Popham – Park Maintenance Specialist - [jpopham@parks.nv.gov](mailto:jpopham@parks.nv.gov)
  - Josh Rhein – L.E. and Training Specialist - [jrhein@parks.nv.gov](mailto:jrhein@parks.nv.gov)
  - \*Cody Tingey – Eastern Region Manager - [ctingey@parks.nv.gov](mailto:ctingey@parks.nv.gov)
  - \*Brad Larkin - Western Region Manager - [blarkin@parks.nv.gov](mailto:blarkin@parks.nv.gov)
  - \*Craig Robinson - Southern Region Manager - [crobinson@parks.nv.gov](mailto:crobinson@parks.nv.gov)

\*Region managers participate according to their availability.

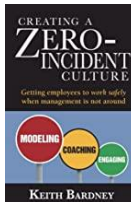
- **What has been happening since the last meeting?**
  - Safety inspections have been conducted on all but 1 park in the western region.
  - The updated safety manual is posted and available <http://parks.nv.gov/restricted>
- **Recent Accidents**
  - Pulled muscle
  - Dog bite
  - Injury sustained at POST
  - BBP exposure
- **Recent Park Hazards**
  - None reported

- **Roundtable Discussions**

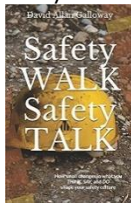
- There was an inquiry as to the status of the new AEDs. Josh is still working with the charitable agency that has offered to supply the machines and accessories. The wheels are turning slowly, but we still anticipate the new machines to be sent to the parks. We do not have an anticipated date for that to happen, yet.
- Rett Smith suggested that the division provide a plan for pandemic response. Rett also volunteered to put a flyer or information sheet together. Once approved by the committee, the sheet will be added to the safety manual.
- Vanessa continues to work on a safety library. Currently there are 4 different books available for anyone who would like to read them. The title available are:



1. This book encourages the reader to look for the root cause of injuries and incidents rather than to just slap a label on the person who was injured.



2. This book encourages the reader to work towards creating a culture of safety in the workplace. An effective and thriving safety culture starts at the top and runs all the way through the organization.



3. "How small changes in what you THINK, SAY, and DO shape your safety culture"



4. This book gives ideas for improving your development of training programs and gives information on how to make your presentations engaging rather than painful.

- **Program Templates**

- Vanessa continues to work on supplemental templates for each program. BBP is about ready to send out to the parks. The next template will be for Hazard Communications.
- Rett asked about an Emergency Action Plan and Vanessa shared that a template for EAP is coming.

- **Next Meeting Date**

- December 14, 2021

- **Meeting Dismissal**

9:40 a.m.