

# Parks Safety Committee Meeting | MINUTES

09/08/2022 | 9:00 | MS Teams/Bryan Building

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

## Members:

**Rett Smith** – Facility Manager, Committee Chair – rsmith@parksnv.gov  
**John Wells** – Park Maintenance Specialist - jwells@parks.nv.gov  
**Robert Ryan** – Park Ranger II - rmryan@parks.nv.gov  
**Leo Tylkowski** – Park Maintenance Specialist - ltylkowski@parks.nv.gov  
**Ashlee Goeddel** – Park Ranger II - agoeddel@parks.nv.gov  
**Don Frade** – Park Maintenance Specialist - dfrade@parks.nv.gov  
**Charlie Wells** – Facility Manager - charlie.wells@parks.nv.gov  
**Jimmie Popham** – Park Maintenance Specialist jpopham@parks.nv.gov  
**OPEN**– Southern Region  
**OPEN** – Eastern Region  
**Josh Rhein** – L.E. and Training Specialist - jrhein@parks.nv.gov  
**Vanessa Mason** – Safety Representative – vanessalmason@parks.nv.gov  
**Allen Woolridge** – Regional Manager, Committee Co-Chair awooldridge@parks.nv.gov  
**\*Cody Tingey** – Eastern Region Manager - ctingey@parks.nv.gov  
**\*Craig Robinson** - Southern Region Manager - crobinson@parks.nv.gov  
**\*Brad Larkin** - Western Region Manager - blarkin@parks.nv.gov  
**John Westmoreland** – AFSCME representative john@nvafscme.org

## AGENDA TOPICS

**CALL TO ORDER**

9:11 A.M.

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**Items of Business**

[Time]

- **Round table introductions**
- Attendees:
  - Rett Smith – Safety Committee Chair
  - Ashlee Goeddel – Park Ranger II
  - Vanessa Mason – Safety Representative
- Members Not Present:
  - John Wells – Park Maintenance Specialist -  
jwells@parks.nv.gov
  - Robert Ryan – Park Ranger II - rmryan@parks.nv.gov
  - Leo Tylkowski – Park Maintenance Specialist -  
ltylkowski@parks.nv.gov
  - Don Frade – Park Maintenance Specialist -  
dfrade@parks.nv.gov
  - Charlie Wells – Facility Manager -  
charlie.wells@parks.nv.gov
  - Jimmie Popham – Park Maintenance Specialist  
jpopham@parks.nv.gov
  - OPEN– Southern Region
  - OPEN – Eastern Region
  - Josh Rhein – L.E. and Training Specialist -  
jrhein@parks.nv.gov
  - Allen Woolridge – Regional Manager, Committee Co-  
Chair awooldridge@parks.nv.gov
  - \*Cody Tingey – Eastern Region Manager -  
ctingey@parks.nv.gov
  - \*Craig Robinson - Southern Region Manager -  
crobinson@parks.nv.gov
  - \*Brad Larkin - Western Region Manager -  
blarkin@parks.nv.gov
  - John Westmoreland – AFSCME representative  
john@nvafscme.org

\*Region managers participate according to their availability.
- **What has been happening since the last meeting?**
  - Vanessa has been hard at work creating yet another Safe Parking Newsletter.
  - Nevada State Parks was the only state agency to participate in OSHA's Safe and Sound Week.
  - The trainings on the safety page have been getting a little use. Thanks to all who have encouraged that.
  - AEDs may be arriving in October.

- Western Region has started another round of safety inspections. Walker River State Park was the first park inspected and only very minor issues were identified for correction. The inspection scheduled for Berlin Ichthyosaur was cancelled due to weather conditions.
- **Recent Accidents**
  - Laceration – Fence repair
  - Puncture Wound – Stepped on Nail
  - Scratch – Item in garbage bag
  - Laceration – Tape dispenser
  - Scrape – sharp item in dump truck
  - Scrapped knuckle – Wrench slipped, and hand hit frame of vehicle
  - Bite – Animal
  - Contusion – Fence building
  - Contusion – Simulation round to the finger
- **Recent Park Hazards**
  - Five Near Miss Reports were filed this quarter as part of OSHA Safe and Sound Week. They were easy to file, and no one was fired as a result. These help to make our workplaces safer before an accident occurs
    1. Fire extinguishers not initialed for current month
    2. Cabinet door sagging/hanging
    3. Hot wire exposed under ground
    4. Untrained staff attempting to use wrong equipment. Results could have been catastrophic.
    5. Screws above grade on a trail.
- **Roundtable Discussions**
  - There are two vacant seats on the committee that need to be filled. The openings are in the Eastern and Southern Regions. Please encourage staff who have an interest in safety to speak up and volunteer to participate.
  - Meeting attendance is getting sparse again. May need to consider holding meetings on an alternate day of the week or at a different time.
- **Program Templates**
  - Site Specific Programs will need to be completed for each park and added to the S-Drive for posterity.
  - The BBP template was sent out to all park supervisors on 09/19/22 and were asked to post completed templates on the S drive by October 5, 2022.

**Next Meeting Date**

- December 8, 2022

**Meeting Dismissal**

9:40 a.m.