

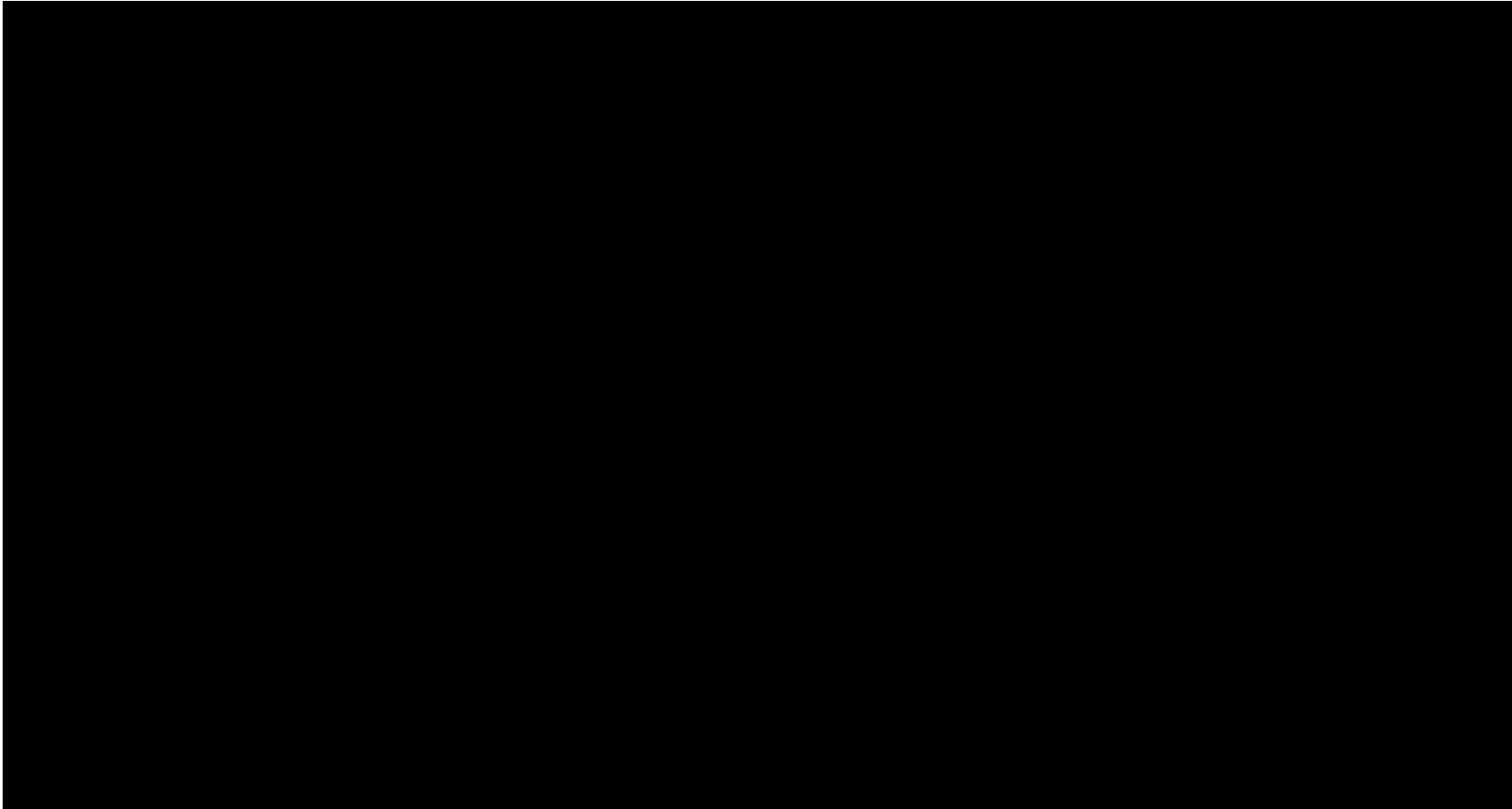
Update on Safety Initiatives

See It. Own It. Solve It

City Council Work Session

March 19, 2019

Human Resources & Risk Management Department



City of McKinney Safety Rollout



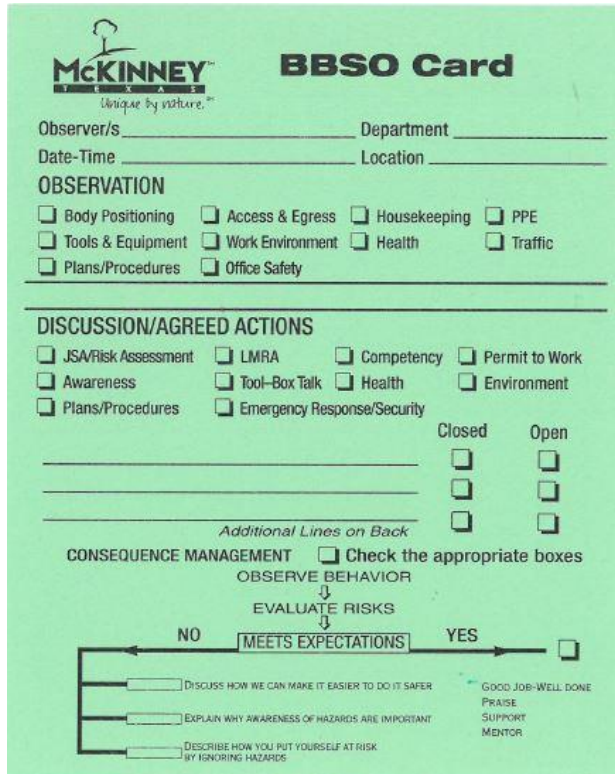
See it, Own it, Solve it.

- See it – Recognize potential hazards as they appear in the workplace
- Own it – Take personal responsibility of observing a potential hazard and make corrective actions.
- Solve it – Take necessary steps to mitigate the hazardous condition and document with the goal to prevent re occurrence.

Why Working Safe is Important

- One word – Family. Each and everyone of us want to be able to return home to family at the end of the day. We should all share this goal as safety is all of our responsibility.
- Assets – Like any good company, it's employee's are its most important assets. In this case, it's the City of McKinney. The employee's keep the City functional and operational.
- How safe or unsafe you decide to work affects the person working beside you. Think of their safety as well while working.

Behavior Based Safety Observation Cards



McKINNEY TEXAS
Unique by nature.™

BBSO Card

Observer/s _____ Department _____
Date-Time _____ Location _____

OBSERVATION

☐ Body Positioning ☐ Access & Egress ☐ Housekeeping ☐ PPE
☐ Tools & Equipment ☐ Work Environment ☐ Health ☐ Traffic
☐ Plans/Procedures ☐ Office Safety

DISCUSSION/AGREED ACTIONS

☐ JSA/Risk Assessment ☐ LMRA ☐ Competency ☐ Permit to Work
☐ Awareness ☐ Tool-Box Talk ☐ Health ☐ Environment
☐ Plans/Procedures ☐ Emergency Response/Security

_____ Closed _____ Open
_____ ☐ ☐
_____ ☐ ☐

Additional Lines on Back

CONSEQUENCE MANAGEMENT ☐ Check the appropriate boxes

OBSERVE BEHAVIOR
↓
EVALUATE RISKS

NO ☐ MEETS EXPECTATIONS YES ☐

DISCUSS HOW WE CAN MAKE IT EASIER TO DO IT SAFER
EXPLAIN WHY AWARENESS OF HAZARDS ARE IMPORTANT
DESCRIBE HOW YOU PUT YOURSELF AT RISK BY IGNORING HAZARDS

GOOD JOB-WELL DONE
PRAISE
SUPPORT
MENTOR

• OVERVIEW

Behavior-based safety process that provides all city employee's with the opportunity to participate in safety improvement by performing observations that identify both safe and at risk behavior in everyday work activities.

• VISION

Continually improve our safety culture through management support of an employee owned and operated observation and feedback process that provides leadership and direction toward out goal of zero workplace injuries.

• MISSION

Create an environment of safe behaviors that aim to result in zero workplace activities

Behavior Based Safety Observation



BEHAVIOR OBSERVATION TECHNIQUE

OBSERVE people's behavior in real work situations.

ENGAGE them to praise safe behaviors and discuss the consequences of unsafe behavior.

CHANGE unsafe behavior in others by obtaining mutual agreement that their own unsafe behavior is undesirable.

DEMONSTRATE your visible leadership by support for Safety and your concern for people's welfare.

DISCUSSION/AGREED ACTIONS CONTINUED

• OBJECTIVES

- ✓ Identify safe and at risk behaviors by observing work in progress.
- ✓ Provide immediate feedback to the person doing the work on what was observed safe and at risk.
- ✓ Discuss alternatives to any at risk behaviors to determine barriers that may exist to safety perform the work.
- ✓ Collect data to use in problem solving potential situations.
- ✓ Develop action plans to eliminate barriers that may exist.
- ✓ Implement action plans and start the process over again.



Incentive Program

- BBSO Cards will be picked up weekly from departments.
- Each month five winners will be drawn from completed BBSO cards.
- Winners will be able to choose their prize at Human Resources.
- Departments will be recognized annually on safety success.

BBSO Card Drawing



Hazard Communication – SDS Online

- The Texas Hazard Communication Act is a state “worker right-to-know” law that requires public employers to provide their employees with specific information on the hazardous chemicals to which employees may be exposed in the work place.
- A Safety Data Sheet (SDS) contains information on the potential hazards a chemical may present.
- Goals
 - ✓ Build, maintain and verify that our SDS inventory is up to date and compliant.
 - ✓ Provide SDS binders to all departments
 - ✓ Utilize SDS information for HAZCOM Training to ensure City of McKinney employees are working among chemicals in the safest possible manner.

SDS Online – Hazard Communication



City of McKinney

**Scan to access an
MSDS**

	Old Settler's (1)
-	Public Works (45)
-	Drainage (5)
	Conex in NW corner FSC (4)
	Shed by Parks Dept. (1)
-	Fleet (26)
	Bulk Oil Containers Fleet (4)
	Parts Room (20)
	PWY Fuel Island & Public Safety fuel island (2)
-	Solid Waste (3)
	Env. Edu. Closet (3)
-	Streets (3)
	Asphalt Store Room (1)
	Barricade Room (2)

SDS Online Management eBinder

- Locations can be updated and edited
- SDS sheets will continually be added as needed
- SDS sheets will update automatically when the manufacturer issues a renewal
- Will print labels for secondary containment
- Implement training to each department

2018-2019 Monthly Tool Box Talk Schedule

- **October – Complacency – Staying focused during holiday season**
- **November – Cold Stress / Weather**
- **December – Winter Driving Tips**
- **January – Hazard Communication / SDS Online**
- **February – Work Zone Safety**
- **March – Excavation Safety Tips**
- **April – Identifying Poison Oak/Ivy**
- **May – Distracted Driving. Defensive Driving Techniques.**
- **June – Heat Stress / Weather**
- **July – Back pain – Prevention and Relief**
- **August – Common Safety Mistakes / Housekeeping**
- **September – General Safety Tips**



Intranet Safety Portal

- Revised Safety Manual
- Forms and Inspections
- Tool Box Talk Archive
- Safety Data Sheet eBinder QR Code

Questions