

**National Occupational Safety, Health and  
Environmental Compliance Committee (OSHECCOM) Meeting Minutes  
September 8, 1999  
NATIONAL OSHECCOM  
September 8, 1999**

**PARTICIPANTS**

<b>NAME</b>	<b>ROUTING SYMBOL</b>	<b>REPRESENTING</b>	<b>MEMBER/ ALTERNATE</b>
David Traynham	API-1	National DASHO	Member
Frank Lanzetta	AEE-200	AEE, Environmental	Member
Jeanne Kosch	AEE-200	AEE, Occupational Safety & Health	Member
Tony Becker	AEA-475	RPMES	Guest
Wally Pike		NAATS (President)	Member
Michael McNally		NATCA (President)	Member
Donald Parker		NAGE	Member
Kevin Conrad		PASS	Member
Stan Rivers	AAF-1	Airway Facilities Service (AAF)	Member
Ron Morgan	AAT-1	Air Traffic Service (AAT)	Member
Jon L. Jordan	AAM-1	Aviation Medication	Member
Raymond B. Thoman	AHR-1	Human Resources (AHR)	Alternate
Gib Devey	ASU-1	ARA	Member
H. Woodruff Lyons	AGC-620	AGC	Member
William S. Davis	ACS-2	ACS	Member
Andrew Bouie	NISC	AEE support	Guest
Bob Vazquez	AEE-200	OSHECCOM Coordinator	Guest
Donald Oliveira		NATCA	Member
Suzanne Pelloosmaa		NAATS National OSH Representative	Member
Tom Holloway	AEE-200	AEE	Guest
Mary Wingard	ATX-200	ATX	Guest
John Glassley	ATX-500	ATX	Guest
Paul E. Polk	Crown Consulting	AEE Support	Guest
Cheryl Mazzella	ANS-500	ANS	Guest
Steve Schwendeman	AAM-700	AAM	Guest

**OPENING COMMENTS**

The National OSHECCOM meeting was held at FAA headquarters, Washington, DC, on September 8, 1999. David Traynham, API-1, and National DASHO called the meeting to order.

Mr. Traynham commented that this meeting would provide a strong focus on workers' compensation. As was presented at the last meeting, the FAA currently pays about \$84 million each year in these costs, plus the associated Continuation of Pay costs. With our shrinking budget, this is an area where we need to pay careful attention – to ensure that on-the-job injuries are prevented, that employees who are injured on-the-job are properly cared for, and that the agency resources are managed properly.

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**CONTROLLING WORKERS' COMPENSATION COSTS**

Michael Thomas opened this portion of the meeting by explaining that presenters would focus on workers' compensation cost statistics and programs, which should be considered to control those costs and the issues evolving from them. Dr. Schwendeman then presented a report (copy included in the OSHECCOM briefing binder) comparing direct FAA OWCP costs to those other agencies. The report did not estimate indirect costs (e.g., supervisory/managerial time to investigate incidents, lost productivity related to incidents, etc.). Based on 1998 data, FAA direct OWCP costs are higher than other agencies and civilian components of the Army, Navy, and Air Force. This is consistent with DOT findings during the 1980s.

Maryanne Solak, AHL-100, presented a report focusing on the historical frequency and cost of OWCP claims. She also highlighted OWCP cost containment initiatives, which are now underway. A copy of her report, including the statistical presentation, is in the OSHECCOM briefing binder. Initiatives to date include:

- Employment of a full-time OWCP program manager since March 1999.
- Nurse intervention programs since 1990.
- Long term case management utilizing DOL case managers.
- Pilot programs in 3 regions during FY96 and FY99.
- Allocation of OWCP costs to LOBs beginning this year.
- Increased diligence in controverting claims.
- An OWCP claims review to be accomplished by December 1999.
- An increased focus on identifying employees who *Lita's note: "who" is correct. Come look at my grammar book!* could return-to-work and finding suitable job functions for them, in order to reduce the number of lost days.

Future efforts will include a Federal Worker 2000 action plan in accordance with the White House's Federal Worker 2000 Presidential Initiative (copy attached) focusing on worker safety and on OWCP cost reduction and safety issues. A partnership involving AHR, AEE, LOBs, regions, centers, and unions is proposed to address key issues.

Vicki Hershiser discussed the Federal Worker 2000 Presidential Initiative, which provides 3 measurable goals to reduce the occurrence of injuries, and lost production days, thereby reducing costs and better serving the public. The FAA sites identified are Westbury, NY, Cleveland, OH, and Indianapolis, IN. Support data is included in Attachment 1 to these minutes.

**ACTION ITEM:** Ms. Hershiser is to provide copies of OSHA target data to service directors. A copy of this report is attached to these minutes.

Phillip Spottswood, OPM, discussed methods, which could be used to enhance OWCP initiatives, gain better control of cases, and implement compassionate and comprehensive review of cases thereby reducing costs. A copy of his notes is included in the OSHECCOM briefing binder. Additional handout material is appended to these minutes.

A major component of a successful case management program is to carefully implement key provisions of 5 CFR 339. There must be an adequate medical basis that supports the physician's conclusion and that conforms to generally accepted medical practice. Direct interaction between

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the FAA and injured employees is just as important. Significant follow-up actions that FAA should require include:

- Requiring the employee to provide periodic medical reports to the agency to help monitor the case and to determine return-to-work and job placement possibilities.
- Implementing a reasonable accommodation committee to perform a fact-based review of the claim to determine if reasonable accommodation is possible and what that accommodation might be. Such a committee would bring the collective wisdom of many individuals to bear on the case and takes away problems inherent in unilateral decision-making. Senior management benefits from the committee recommendations based on multi-variant input.

Mr. Spottswood also commented that termination physicals are an important consideration that would permit the agency to assess any job-related conditions that could lead to OWCP claims. This physical would become a defense against non-related issues that a former employee may bring as an OWCP claim.

**ACTION ITEM:** OSHECCOM endorsed formation of a team to research workers' compensation reduction, and to consider proven, effective strategies to protect employees and to facilitate return-to-work initiatives. The team is to develop an implementation strategy, enlist regional involvement, and coordinate, as appropriate, with unions. This will be coordinated by AHR.

**ORDER 3900.19B, FAA OCCUPATIONAL SAFETY & HEALTH PROGRAM**

Lita Arnold reported that Order 3900.19B was signed in April 1999. She reviewed the organization structure of the Order and its key provisions. There are a number of anticipated impacts/benefits that should flow from implementation of this Order. Order 3900.19B was signed by the administrator in April, 1999 and has been distributed. The Order is the culmination of effort by headquarters and field organizations with input from bargaining units. The Order provides an agency-wide framework for ensuring that FAA workplaces are free of recognized hazards. The Order currently contains 9 administrative chapters and 6 technical chapters. Additional technical chapters will be released from time-to-time. Within the next several months, the following chapters should be available:

- Hazard Communication
- Respiratory Protection
- Bloodborne Pathogens
- Fire Prevention
- Training

**POLLUTION PREVENTION POLICY STATEMENT**

Frank Lanzetta briefly discussed the Pollution Prevention (P2) Policy Statement distributed with the OSHECCOM binder and moved that the committee endorse the policy.

**COMMITTEE ACTION:** The draft Pollution Prevention Policy Statement presented by Frank Lanzetta was unanimously endorsed.

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**VICE-CHAIR ELECTIONS**

In accordance with the OSHECCOM charter, the vice-chair must be a labor representative since the incumbent chair represents management. Michael McNally, NATCA, was nominated and unanimously elected.

**TRANSITION OF CHAIR POSITION**

Mr. Traynham announced that Louise Maillett was stepping down as chair following a lengthy term. Mr. McNally will automatically elevate to chair for the next meeting in accordance with the charter. Committee consensus was in agreement.

An election was held to fill the vice-chair position effective at the next meeting with a management representative. Ron Morgan was nominated and unanimously elected.

**FUTURE MEETING**

The next meeting has been set for FAA Headquarters on December 8, 1999. Suggested agenda items are to be sent to Bobby Vazquez.

**CONCLUDING COMMENTS**

Mr. Blake raised an issue related to time for union representatives to participate in OSHECCOM meetings. This had been tabled at a previous meeting.

**ACTION ITEM:** Mr. Morgan will work off-line on the issue of union representative time to participate in OSHECCOM meetings and report at the next OSHECCOM meeting.

Two pending issues related to training were raised. First, a concern was expressed that consensus was not reached on the training package presented by ANS at previous meeting(s). It was pointed out that the committee members had agreed to provide any comments by December 17, 1998. No comments were received, and the ANS training report was therefore adopted. Second, interest was expressed in making the CD-ROM safety awareness training available to field personnel.

**ACTION ITEM:** Review the status of the ANS training package and distribute to all national OSHECCOM members. Issue an updated report and action items needed to implement the recommendations. In addition, clarify how the CD training product can be utilized. Tom Holloway and Cheryl Mazzella will coordinate this effort.

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**HANDOUTS**

- OSHECCOM September 1999 “Work With Care” meeting binder
- Compensation Costs per Employee: An Agency Comparison – 1988
- Schematic on possible FAA Reasonable Accommodation and Medical Review Processes
- Questions and Answers on Employee Relations Issues Involving OWCP
- The White House Federal Worker 2000 Presidential Initiative

**SUMMARY OF ACTION ITEMS**

1. Ms. Hershiser has provided copies of her presentation data to service directors.
2. OSHECCOM endorsed formation of a team to research workers’ compensation issues to protect employees and to facilitate return-to-work initiatives. The team is to develop an implementation strategy, get regional involvement, and coordinate, as appropriate, with unions. Maryanne Solak will coordinate this.
3. Mr. Morgan will work off-line on the issue of union representative time to participate in OSHECCOM meetings and report at the next OSHECCOM meeting.
4. Review the status of the ANS training package and distribute to all national OSHECCOM members. Issue an updated report and action items needed to implement the recommendations. In addition, clarify how the CD training product can be utilized. Tom Holloway has met with Cheryl Mazzella of ANS-500 who agreed to implement the use of the CD as optional pre-course material for the employee safety awareness-training course.

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**ATTACHMENT 1**

**OSHA TARGET DATA for  
FAA LOCATIONS**

**Presented By**

**Victoria Hershiser  
AEE-200**

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Regarding the 3 FAA sites that were targeted under the Federal Worker 2000 Initiative, we are currently contesting the calculations provided by the Department of Labor due to discrepancies in the data. While Department of Labor personnel have stated that we have to live with their data, we will go on record that the calculations need revision. According to our data, Westbury NY and Cleveland OH still have targetable lost time case rates, while Indianapolis IN should be removed from the targeting list.

**WESTBURY, NEW YORK ZIP CODE 11590**

Org Code	Organization Name	Employees	Claims		
			FY 1996	FY 1997	FY 1998
EAAF11B1	NY TRACON TSO D/S	8	0	0	0
EAAF11E1	NY TRACON ELECTRONICS SSC	7	0	0	0
EAAF11E1A	NY TRACON RADAR GROUP	4	0	0	0
EAAF11E1C	NY TRACON COMM GROUP	7	0	0	0
EAAF11E1F	NY TRACON IFD GROUP	6	0	0	0
EAAF11E2	NY TRACON OPS/ENV SSC	2	0	0	0
EAAF11E2A	NY TRACON ENV GROUP	9	0	0	0
EAAF11E2B	NY TRACON OPS GROUP	9	0	0	0
EAAF11E2C	NY TRACON GMCC GROUP	4	0	0	0
EARA49	NEW YORK TRACON	337	54	71	71
	<b>Total:</b>	<b>393</b>	<b>54</b>	<b>71</b>	<b>71</b>

**CLEVELAND, OH ZIP CODE 44135**

Org Code	Organization Name	Employees	Claims		
			FY 1996	FY 1997	FY 1998
CEMD04	MIDO-CLEVELAND, OHIO	4	0	0	0
GLAF23B	SSC (OBERLIN) ENV.	14	0	2	1
GLAF24B	SSC (OBERLIN) SOU	21	0	0	0
GLAF2BB	SSC (CLEVELAND)	21	1	2	0
GLAF2BL	BROADVIEW HGTS. ARSR	3	0	0	0
GLAF2CL	LONDON	4	0	0	0
GLAS01	AFSS, CLEVELAND, OH	59	17	24	20
GLAS01A	AFSS, CLEVELAND, OH	8	0	0	0
GLASD01	CLEVELAND FSDO	36	0	0	0
	<b>Total:</b>	<b>170</b>	<b>18</b>	<b>28</b>	<b>21</b>

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**INDIANAPOLIS, IN ZIP CODE 46241**

Org Code	Organization Name	Employees	Claims		
			FY 1996	FY 1997	FY 1998
GL473B	ENVIR GROUP-ROCF (ND), AGL-473B	0	0	1	0
GLAF31B	SSC (ZID) IFD/FDP	2	0	0	0
GLAF31H	IFD	14	1	1	1
GLAF31J	FDP	0	0	0	0
GLAF32B	RDP	2	0	0	0
GLAF32H	RDP	9	0	0	0
GLAF32J	COMPUTERS OPERATIONS	7	0	0	1
GLAF33B	SSC (ZID) ENVIRONMENTAL	1	0	0	0
GLAF33H	ENV.	14	1	1	0
GLAF3AA	SYSTEMS MANAGEMENT OFFICE	2	0	0	0
GLAF3AC	PROGRAM SUPPORT UNIT	12	1	0	0
GLAF3AF	TECHNICAL SUPPORT UNIT	14	0	0	0
GLAF3AJ	MCC	13	1	0	0
GLAF3AK	CROSSROADS SMO (ZID)	1	0	0	0
GLAF3FB	CROSSROADS SMO	1	1	0	0
GLAF3FH	NAV/COM	13	0	0	0
GLAF3FH1	NAV/COM	1	0	0	0
GLAF3FJ	INDIANAPOLIS R/A/C SSU	0	0	0	0
GLAF3FL	INDIANAPOLIS ARSR SSU	0	0	0	0
GLAF3JB	SSC (INDIANAPOLIS) R/A/C	0	0	0	0
GLAF3JH	R/A/C	6	0	0	0
GLAF3JK	ARSR	4	1	0	1
GLCC04	ARTCC-ZID, INDIANAPOLIS, IN.	482	15	12	10
GLSD15	INDIANAPOLIS FSDO	52	0	0	0
GLSE02	INDIANAPOLIS AVIATION UNIT	8	0	1	0
GLSE02A	INDIANAPOLIS CASFU	4	0	0	0
GLSE02C	INDIANAPOLIS CASFU	0	0	0	0
GLSE02X	INDIANAPOLIS CASFU	0	0	0	0
	<b>Total:</b>	<b>662</b>	<b>21</b>	<b>16</b>	<b>13</b>