

**SHIP Advisory Committee (SAC)**  
**Meeting Notes**  
May 23, 2008

**Present:** Dave Kalman, June Nailon, Sharon Ness Grant Nelson, Gary Smith, Mike Bonkowski, Terry Tilton

**Absent:** Nancy Mason

**SHIP Program:** Ken Mettler, Jenifer Jellison, Bruce Terrell and Cathy Hakola

**Application scoring checklists:**

The scoring checklist was updated and was sent out to the SAC on the 21<sup>st</sup>. The committee discussed possible revisions to this newest version and SHIP will explore different options and send out an update

**Application reviews:**

- NICA – At the SAC’s request, the applicant provided letters of support and an amendment whereby the project was separated into 2 phases. The committee didn’t think there was enough information to approve the project for funding. There were concerns about the level of monitoring the project would require. Questions were also raised regarding the safety equipment provided to the attendees of the training seminar – would it be used and whether that should be monitored. This safety equipment should be provided by the employer. The main concern voiced was whether the applicant would be able to obtain the level of attendance from employees. The reality is that this seminar would require small residential contractors to shut down operations for two-three days to attend. The concern was whether contractors would be willing to pay their employees to attend if they were not making money due to suspended operations. The committee felt that if the employees weren’t on salary they would not get any employee attendees. Committee votes not to fund.
- TESC – The application didn’t provide enough information on the measurable outcomes and it didn’t show how this project would contribute to work site safety. Committee votes not to fund.
- WPSA/WSNA – The committee could not support this application because the main purpose of this proposed application is to purchase equipment. The committee didn’t feel that it was an appropriate use of funds because this equipment is required under RCW. The other issues identified included no employer buy-in the project and a very limited impact given the activities provided for in this application. There is not a broad applicability of outputs from this project. The training component was felt to be inadequate to accomplish the goals indicated – a one time training program will not be able to accomplish buy in from the employees who will need to use this equipment consistently in order to be able to reach optimum facility reduction in injuries. Committee votes not to fund.
- UW – Designing the Age Friendly Workplace – The committee needs more time to further review this application. There was some concern expressed regarding possible employment discrimination as a result of this project and the injured worker statistics are not clear. Ken talking with the applicant and ask for them to revise the application.
- DuPont Police Department – The committee votes not to fund this application for an ergo-chair for the reports clerk.

**Other Business:**

Steve Cant has approved two applications for funding (Labor Neighbor Radio & UW/GISHAB). The agreement must be signed before funds can be released.

The SAC's monthly meeting schedule was discussed. Terry suggested having the meeting the same day of the week and time once a month.

The Committee explored how the process could be more expedient -- It was concluded that members could email their votes (Fund/Do Not Fund) to the SHIP program and the score sheets would follow 2-3 days later. Cathy will follow-up with members who have not sent in their score sheets within a week of submitting their vote. It was also decided that checklists will be turned in for each application from each SAC member.

**Next Meeting:**

Ken requested the committee to send Cathy dates for a face to face meeting in June and we hope to meet somewhere midway between Olympia and Seattle.