

# CST Meeting Minutes

## MINUTES

29-FEB-12

08:00AM

ROBERT TRAINING CENTER

<b>MEETING CALLED BY</b>	Shell Management sponsored by Cameron
<b>TYPE OF MEETING</b>	Quarterly CST Meeting
<b>FACILITATOR</b>	Rene Loving
<b>NOTE TAKER</b>	Chan Dufrene

### Agenda topics

**10 MINUTES**

**SAFETY MOMENT**

**CHAN DUFRENE**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>➤ Showed a video on rear view mirror safety                             <ul style="list-style-type: none"> <li>▪ Discussed the importance of being able to see the oncoming traffic before swapping lanes.</li> </ul> </li> </ul>
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>

**20 MINUTES**

**INFO SHARE: INCIDENT / NEAR MISS**

**MIKE MARTINEZ**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>➤ Why are people still having accidents?                             <ul style="list-style-type: none"> <li>▪ Training is in place, Standard Operating Procedures are in place</li> <li>▪ Human element</li> <li>▪ The exposure has been identified but still employees are being hurt (attitude that it will not happen to me)</li> <li>▪ Employees on all levels are scared to speak up(self preservation)</li> <li>▪ Consequences for speaking up</li> </ul> </li> <li>➤ What is something that other companies are doing to promote safety that we could consider to keep people safe?</li> <li>➤ The messages shared in the CST and or any other meetings is not being disseminated to the field employees.</li> <li>➤ Comment made " <i>outside influences should not play a role in my actions</i>"</li> <li>➤ Discussion in regards to the level of risk that employees are comfortable with and willing to accept.</li> <li>➤ There may still be locations where employees may not be able to identify hazards.</li> <li>➤ Incident Share:                             <ul style="list-style-type: none"> <li>▪ Finger Incident</li> <li>▪ Soap irritation in the eye's</li> <li>▪ Dropped tool</li> <li>▪ Hand Injury</li> <li>▪ Spills / Release of energy</li> <li>▪ Box lid falls on hands</li> <li>▪ Lockout / Tagout</li> <li>▪ Personal illness</li> </ul> </li> </ul>
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>

**30 MINUTES**

**PERDIDO – BROKEN WRIST**

**CLAYTON CAPERS**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>➤ Review of the incident investigation:                             <ul style="list-style-type: none"> <li>▪ Contributing factors (was the deck moving, focus on the task, watching the hoist, clear glasses)</li> <li>▪ Discussed the outside influences leading up to the incident.</li> <li>▪ General fitness was acceptable</li> <li>▪ Was not the employees 1<sup>st</sup> day out</li> </ul> </li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE
➤ April heliport engagement to discuss looking up, walking & the risk involved	???

**45 MINUTES**

**SWING ROPE**

**CLIFFORD DUGAS**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>➤ Peer pressure do to customer reps swinging first successfully.</li> <li>➤ Self Preservation</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE

**30 MINUTES**

**MAINTAINING AND PROMOTING OPTIMISTIC OUTCOMES**

**CLIFFORD DUGAS**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>➤ Realist: seeking what is achievable or possible, based on known facts; somebody who is sensible, practical, and not concerned about abstract theories.</li> <li>➤ Optimist: to believe, expect, or hope that things will turn out well; somebody who is hopeful and positive about future outcomes.</li> <li>➤ Cultivating Optimism: <ul style="list-style-type: none"> <li>▪ Through Productivity</li> <li>▪ Through Well Being</li> <li>▪ Employee Satisfaction</li> </ul> </li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE

**30 MINUTES**

**HELIPORT ENGAGEMENTS – EPR TOR**

**RENE LOVING**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>➤ Review and discussed the presentation: <ul style="list-style-type: none"> <li>▪ Painting groups are not included in the BBS data on the dashboard</li> <li>▪ Making a point to get out the employees conducting the work to talk</li> <li>▪ Reinforce the message and importance of what Goal Zero truly means</li> <li>▪ February's heliport engagement was to discuss the drill incident <ul style="list-style-type: none"> <li>• Not all employees have received the safety alert</li> </ul> </li> <li>▪ Meet with crew members to discuss safety expectations</li> </ul> </li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE

**30 MINUTES**

**HSE CONTRACTOR FIELD ENGAEMENTS**

**GREG LEAR**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>➤ Review and discussed the presentation: <ul style="list-style-type: none"> <li>▪ Trust seems to be a reoccurring factor</li> <li>▪ Value the opinion of the employees in the field</li> <li>▪ The message from the field is that we have lost their trust</li> <li>▪ Focus on building relationships</li> <li>▪ "Tool houses will tell you a lot about the crew"</li> <li>▪ Recognized Jon "Latch" Latiolais for attending a heliport visit and staying to make certain all crews received the message</li> <li>▪ Make room onboard the offshore locations for HSE Techs to stay longer than one night</li> </ul> </li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE

**15 MINUTES**

**CLOSING COMMENTS**

**ALL**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>➤ Develop a location to store safety alerts for all contractors to access</li> <li>➤ Hazard ID training is really a positive for the employees</li> <li>➤ Recognition on heliport visits for Goal Zero Hero's</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE
➤ Develop a sub team to work on a location for safety alerts	Danny (Shell) Latch (MMR), Chan (Cameron) Shannon (Waveland)