

Fuelmart & Subway Safety Committee Meeting

Wednesday, April 22, 2020 2:00pm Eastern

Corporate Office Conference Room and Zoom Meeting Web Conference



March 18, 2020 Review

Coronavirus/Covid-19 Safety Reminders:

Avoid direct contact with other, cough/sneeze into your elbow, frequently wash or sanitize your hands, avoid touching your face and stay home if you are sick.

Incidents and
Injuries from
3.18.20 to 4.22.20



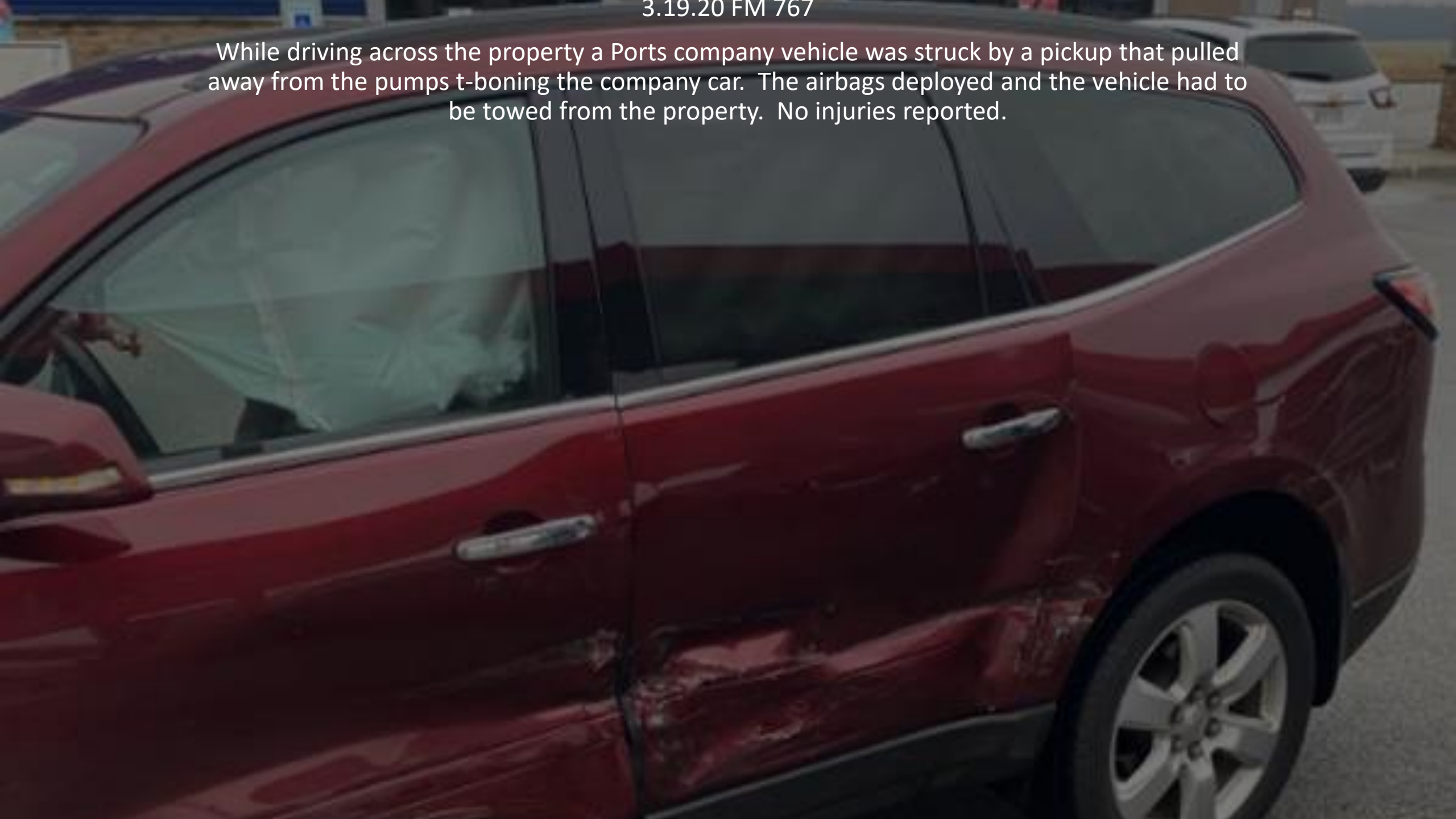
A dark-colored pickup truck is parked in a wet parking lot at night. The truck's front end, particularly the grille and bumper area, shows significant damage and deformation. The wet pavement reflects the ambient light. In the background, a red sign for 'Lowe's' is visible, along with other indistinct structures and trees. The overall scene is dimly lit, with the primary light sources being the streetlights and the store's signage.

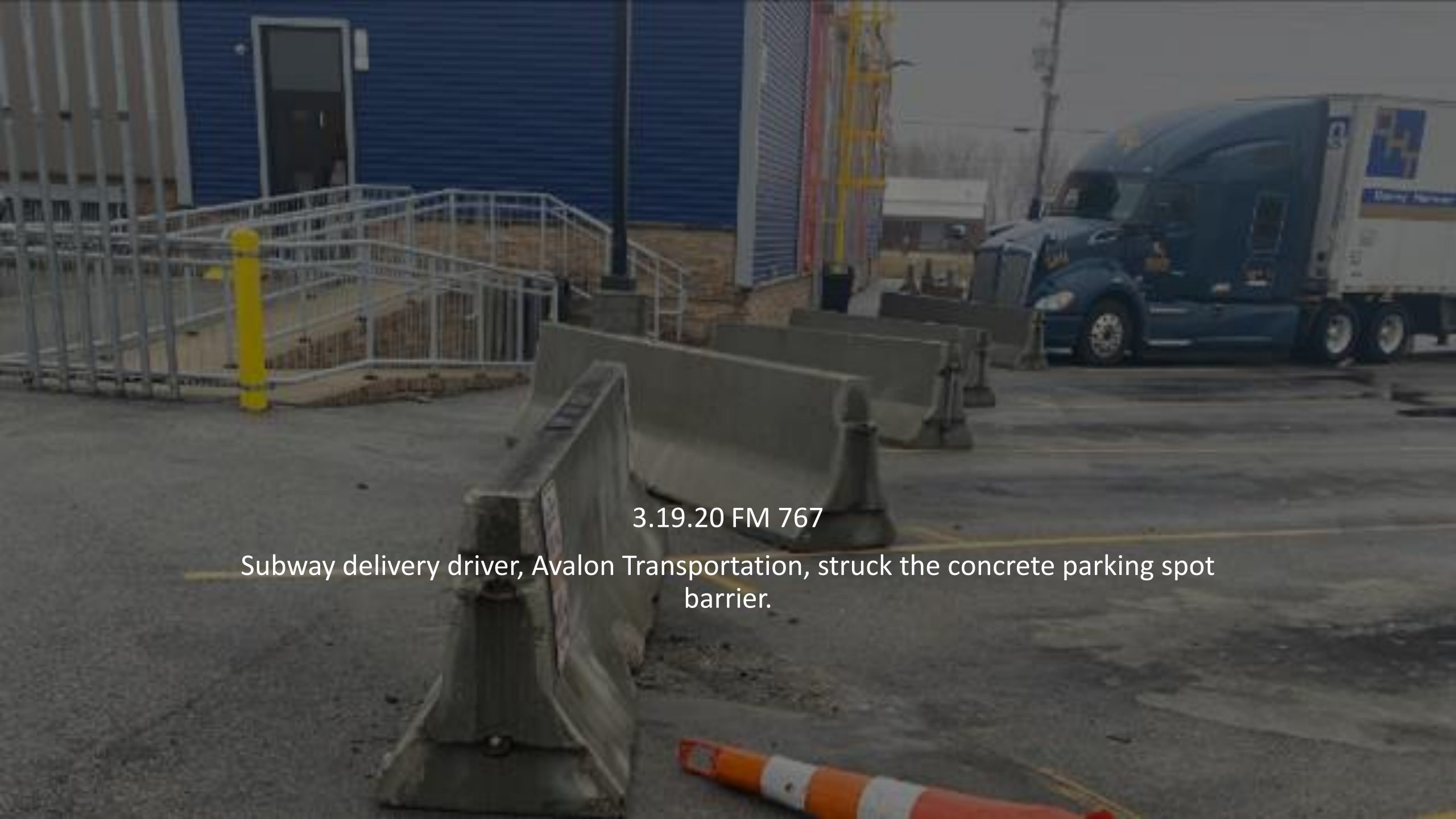
3.18.20 FM 767

Driver of a pickup struck the main entrance pillar while attempting to park. Upon speaking to the driver, he had recently had surgery on his leg and this was his first attempt at driving since.

3.19.20 FM 767

While driving across the property a Ports company vehicle was struck by a pickup that pulled away from the pumps t-boning the company car. The airbags deployed and the vehicle had to be towed from the property. No injuries reported.



A photograph of a parking lot area. In the foreground, several large, grey concrete barriers are arranged in a line. To the left, there is a set of stairs with a metal railing and a yellow bollard. In the background, a blue semi-truck with a white trailer is parked. The trailer has a logo that looks like a stylized 'H' or a cross. The sky is overcast.

3.19.20 FM 767

Subway delivery driver, Avalon Transportation, struck the concrete parking spot barrier.

3.21.20 FM 626

Employee report of a customer drive off with nozzle still in the car. Breakaway worked as intended. No damages.

3.25.20 FM 626

Fuel Driver indicated the cap was broken on the NL 87 tank.

- FM 783

4.02.20 reported a concrete post had been struck by the vehicle entrance. No one had reported an incident. It is not known when the incident happened

- FM 641

4.04.20 At approximately 4:30am the driver of a CR England attempted to maneuver his truck in the diesel exit causing the trailer to strike the post. This incident was witnessed and reported by a FuelMart employee. Incident was also caught on multiple cameras at 641.

*Discuss reporting procedures

- FM 626

4.04.20 Customer struck yellow U-shaped bollard at pump 2. Damage was limited to chipped paint.

- FM 787

4.05.20 Customer tripped on a rug and fell. No injuries reported. No information given by customer.

- FM 787

4.5.20 Tom Franey Trucking delivery driver, while offloading, claimed the hose jumped and the FM brass collar cam off the hydrant creating this minor spill (see pic). It was initially thought to be an issue with the brass collar, upon viewing the pictures it was later determined that the driver failed to properly vent the tank.

- FM 787

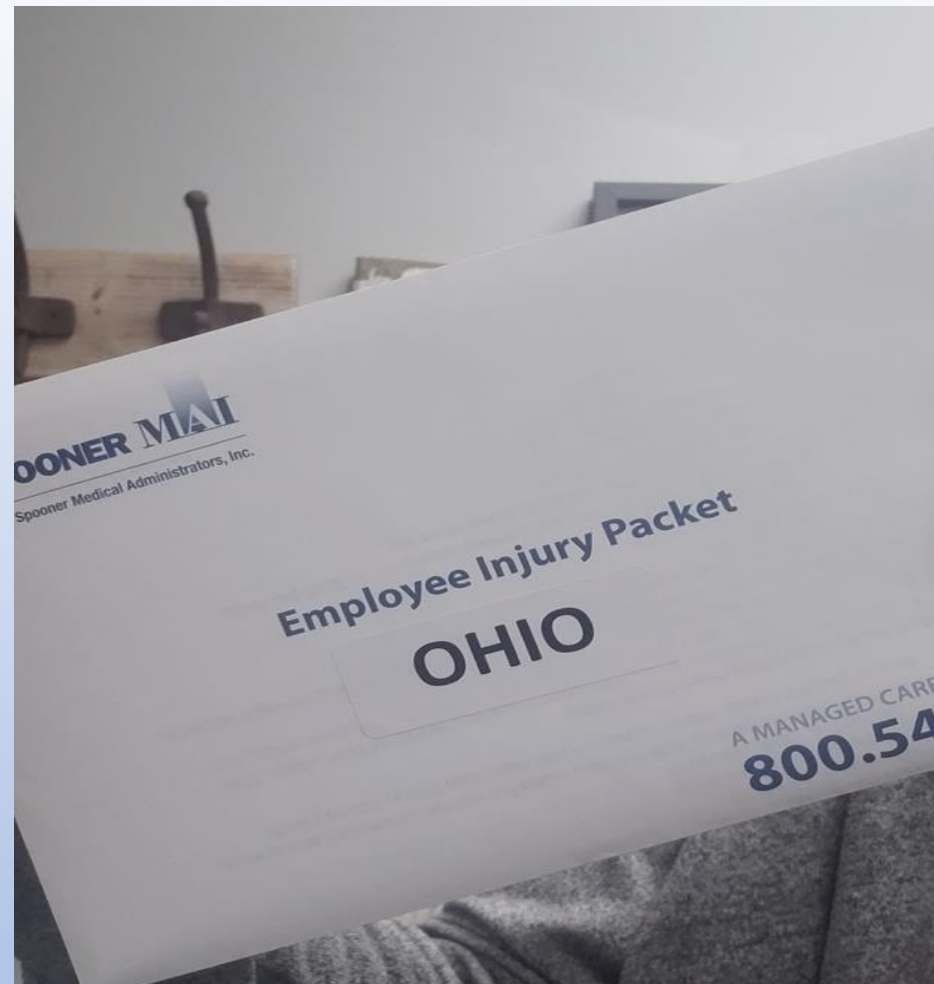
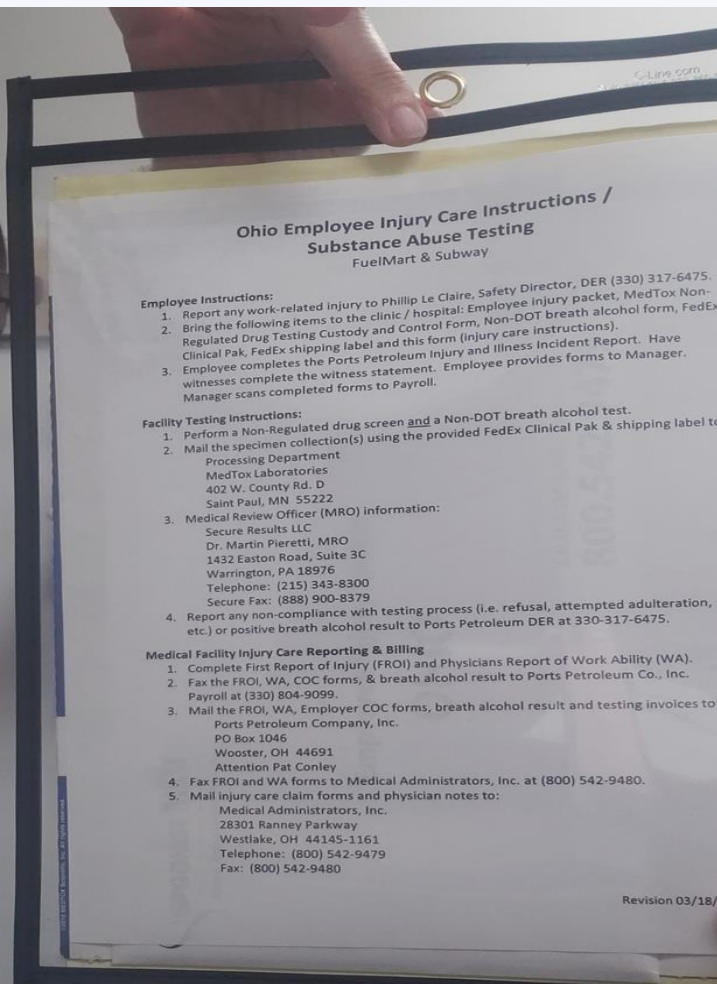
4.6.20 Vender's vehicle leaked approx. ½ gal hydraulic fluid onto the new concrete.

- FM 645

4.13.20 Customer was sitting inside his vehicle while fueling and the nozzle did not shut off resulting in a gasoline spill. There have been no other issues with the nozzle.



Employee Injuries Reporting Procedures

A form titled "Ports Petroleum Company, Inc. Injury and Illness Incident Report" is shown. It is a detailed form with various sections for reporting an injury or illness. The sections include: "About the Employee" (Name, Address, Phone Number, Job Title, Clock No., City, State, Zip, Male or Female, Date of Hire, SSN, Department, Date of Incident, Date Incident Reported, OSHA Case #), "About the Incident" (Was the incident an injury, illness or a near miss?, Time Employee Began Work, Date Incident Reported, OSHA Case #, Where did the incident occur?, Witness(es), What activity was the employee doing when incident occurred?, What happened?, Injury or Illness, Injured Body Part (Draw circle on next page), Was or substance directly harmed the employee?, Prior claims/treatment to same body part(s)?, Date of Death (if applicable)), "Physician or Health Care Professional Information" (Physician/Health Care Professional Name, Facility Name, City, State, Z, Address, Was employee hospitalized overnight as an in-patient?), "Report Information" (Completed By, Title), and "Employee Signature" (Employee Signature, Date Form Completed). At the bottom, there is a disclaimer: "As provided by Section 4123.651 (c) of the Ohio Revised Code, I hereby permit the release of medical information, reports, relative to the issues necessary for the administration of my Worker's Compensation claim to the Industrial Commission of Ohio, the Ohio Bureau of Workers' Compensation, and the employer as such medical information, records and reports, relative to the issues necessary for the administration of my Worker's Compensation claim, to be used for the purpose of determining eligibility for compensation and medical benefits under my Worker's Compensation claim. A copy shall be as good as the original." and "This form contains information relating to employee health and must be used in a manner that protects the confidentiality of the information to the extent possible while the information is being used for occupational safety and health purposes."

In the event of an employee injury please see the packet, left, inside the Employee Injury Packet, center, you will find the Injury and Illness Incident Report, right. Please see that all employees are using this form. We are seeing an increased number of employees using “incident” form which is for everything except employee injuries.

- FM 701

4.1.20 Employee on a ladder twisting while putting product on a shelf fell off of the ladder due to the ladder shifting. Employee landed on some boxes, their leg hit the floor. Employee indicated a twisted ankle. No medical treatment.

- FM 787

4.1.20 Hand laceration. While washing dishes the employee indicated the hole in the bottom of the bread pan has sharp edges. (Chester's)

3.25.20 FM 645

Employee using a box cutter reported the blade slipped causing their arm to come down hard resulting in the cutter slicing their leg. Employee said they were not cutting away from themselves.

*Teachable moment. Share this incident with your co-workers as a reminder to slow down and think about what you are doing. This could have easily been avoided

4.14.20 FM 787

Chester's Employee was removing chicken from the fryer, accidentally touched the fryer with forearm, resulting in a minor burn.



- **Date Range: Jan. 01, 2020 – April 19, 2020**

Company Total Incidents: 55 - Incident every 2 days (increase of 22 incidents)

FuelMart & Subway Total Incidents: 39 (increase of 15 incidents)

FuelMart & Subway employee injuries Reported: 7 (increase of 4)
(Two incidents struck in eye, three lacerations, one fall from ladder and one burn)

FuelMart Property Damage and/or Vehicle Incidents: 15 (increase of 7)

FuelMart Customer Spills: 14 (increase of 3)
(9 spills at fuel pumps)

FuelMart & Subway Customer Injuries Reported: 2 (increase of 1)

Other Incidents: 1
(heart attack)

Severe Weather Presentation:

Presented by Helen and Daelyn of FM 783

Severe Weather

- TORNADOS - Extreme Winds - Power Outages
- Thunderstorms - Do's/Don'ts

- 👁 DO NOT - put your life at risk to tend to certain outdoor activities during a storm, it can wait, your life is not worth risking!
- 👁 DO NOT - touch or go near any downed power lines, always call the electric company and police department.
- 👁 DO NOT - wait till the last second to take cover, it only takes seconds for a tornado to form and touch ground.
- 👁 DO NOT - underestimate any storms.

- 👁 DO - familiarize yourself with the map layout for emergencies.
- 👁 DO - keep an emergency kit on hand.
- 👁 DO - practice drills regularly
- 👁 DO - keep up with weather activity even in off season times.
- 👁 DO - research and learn what you can to keep yourself prepared.

Emergency Kits

- 👁 Batteries + backup batteries
- 👁 Flashlights
- 👁 Weather Radio
- 👁 First aid kits
- 👁 Whistle
- 👁 Emergency kits are recommend to have all these items as well as at least a 24hr supply of food, medicine, and anything else that may be needed if stuck in the building till help arrives.

- Severe weather can happen at any given time, over the years the weather has drastically changed and severe weather has occurred even during the off season. Many people think that just because the “season” is over means they are safe, this is not the case.
- Today we will discuss what to do in case of severe weather, whether during season or out of season.

Tornados are vertical funnels of rapidly spinning air. The winds may top up to 250mph and can clear a pathway a mile wide and 50 miles long.

Also known as twisters, tornados are born in thunderstorms and are often accompanied by hail. Supercells are giant persistent thunderstorms that spawn the most destructive tornados.



2019 tornados

Indiana - 39

Ohio - 59

Illinois - 37

South Dakota - 23

All of these ranging from an f1 - f5. Overall there was a total of 1,520.



Tornado Safety

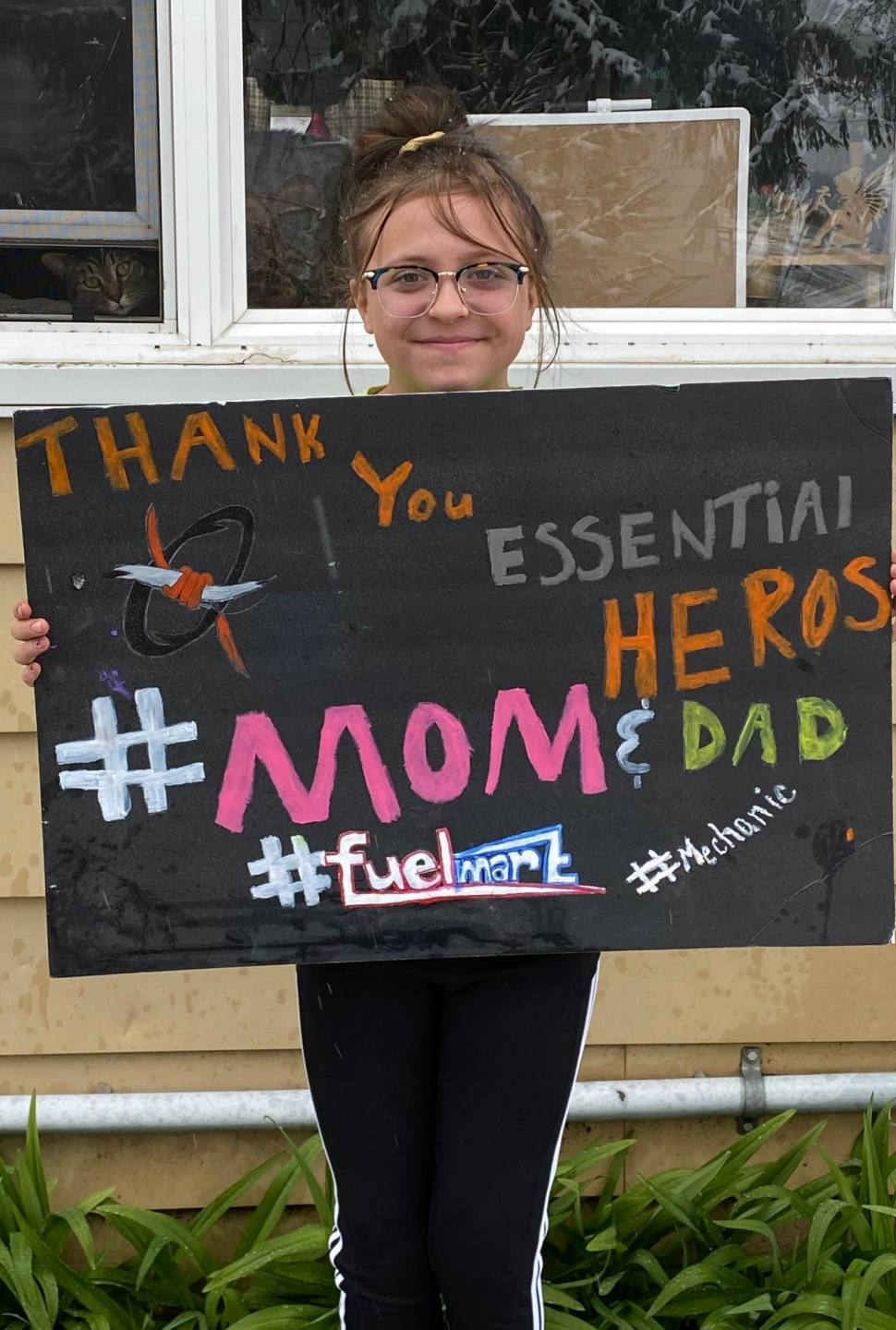
- 🌀 During any type of storms it is a very good idea to keep your radio tuned to a station that will alert to any incoming weather alerts, this will also alert to possible tornado activity.
- 🌀 During a tornado, please seek cover, each facility should have a map with where they should seek shelter.
- 🌀 During the next week each facility should take the time to practice a drill with each shift, so in the event something happens they will be prepared.

Severe Thunderstorms

- 👁 Please refrain from going outside when it is lightning.
- 👁 It is advisable to stay clear of windows due to strong winds, hail and possible flying debris.
- 👁 Keep a flashlight on hand and some form of radio/phone in case power goes out so you can keep alerts coming in.
- 👁 If you haven't done so prior to bad weather take empty washer fluid bottles and fill them with water and put in outside trash cans. This can help keep them from moving.
- 👁 When it is safe to do so, survey the area for downed lines, debris, or anything that could be a hazard and alert proper authorities.

Power Outages

- Make sure during this time only employees are in the store. Power out = more safety risks.
- Once a month check to make sure your doors are properly working and locking correctly.
- Keep a flashlight on you, as well as communication of some form.
- Be mindful of your surroundings, it's easy to trip on items unseen so be sure to keep things clear of walk ways.



Ports Family,

This is a picture of Shelby holding a sign she made for her mom and dad. Her mom Sara is our Complex Manager at unit 767 in Bradner, Ohio.

Shelby,


Thanks for making the sign and recognizing your mom, dad and the rest of the essential workers at Fuelmart.

I'm sorry that you even have to know what essential workers means. We appreciate your mom and dad Chico a lot.

The sign made my day.

You're the Best !!

Haley



Open Floor
for Safety concerns
& Suggestions



Safety Topic – turning your incident
experiences into training tools:
presented by Angie Tarvin
FM 648

Next month's Meeting is May 13th at 2pm