

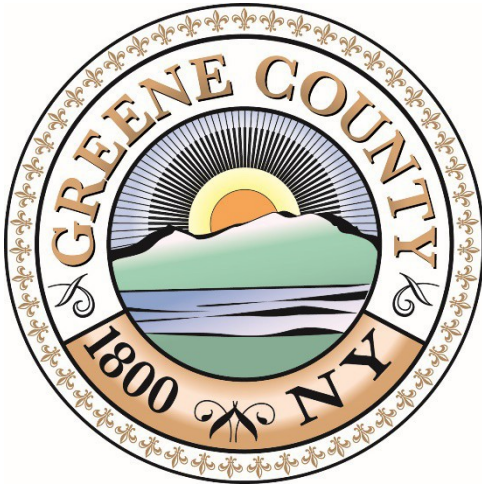
GREENE COUNTY OCCUPATIONAL SAFETY AND HEALTH



NYSAC
— NEW YORK STATE —
ASSOCIATION OF COUNTIES

2021

ANNUAL REPORT



**Greene County Occupational
Safety and Health Department
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**Thomas Hoyt
Safety Officer**

Mission Statement

Occupational Safety and Health Department is responsible to assure a safe work environment for all County Employees.

The Occupational Safety and Health Department is a resources for trainings, educational programs, and provides guidance on employee safety matters for all County Departments.

The department has focused on four main objectives for Safety and Health which are inspections, trainings, outreach and projects.

Inspections:

An inspection is, most an organized examination or formal evaluation exercise.

- Monthly Inspections of A.E.D Defibrillators in County owned buildings (15) fifteen total Defibrillators located in (10) ten Buildings.
- Monthly Inspections of Fire Extinguishers at 411 Office Building, Historic Catskill Point and Records Management.
 - * 411 Building (16) sixteen ABC Extinguishers.
 - * Historic Catskill Point (15) fifteen ABC Extinguishers.
 - * Records Management (8) eight ABC Extinguishers.
- Monthly Inspections of Stop the Bleed Kits
 - * 411 Building (4) kits, one located on each floor.
 - * Cairo Office building (1) kit located at Security office
 - * Athens Senior Center (1) kit located in Dining Hall.
- Annual Inspections of Fire Extinguishers with County vendor. Total of (118) one hundred and eighteen ABC Extinguishers located in (16) sixteen buildings and (1) one class K Extinguisher at the Athens Senior Center.
- Annual Building Inspections with New York Department of State. A total of (40) forty County owned buildings were inspected at (25) twenty-five locations. The inspections

were for International Fire Code and International Property Maintenance Code.

- Annual Fire Alarm Inspection with County vendor (5) five buildings.
 - * 911 Center
 - * Records Management
 - * Cairo Office Building
 - * Historic Catskill Point
 - * Freight-masters
- Annual Intrusion Inspection with County vendor at (3) three locations.
- Gyms/Fitness Centers Inspections were conducted for Greene County Public Health as part of the States reopening plan.
- Greene County Youth Fair inspections were conducted for fair Setup which included electrical, lights, exits, walkways, tents, vendors and grounds. Also conducted daily inspections during the four day event.
- Parking Lots, conduct Quarterly inspections of (14) fourteen County owned lots. The inspections included pavement condition, pavement markings, ramps, stairs sidewalks and signage.
- Worksite Safety Observation inspections were conducted for Highway, Solid Waste and Buildings and Grounds departments. The inspections included safety procedures, housekeeping, personal protective and equipment/ vehicle operations.

Trainings:

A: The act, process, or method of one that trains.

B: The skill, knowledge, or experience acquired by one that trains.

- * Snow and Ice training was given to employees of the Highway Department. Training was provided by the County's insurance company (NYMIR).
- * Blind Spot Awareness training was given to employees of the Highway Department.
- * Online Webinars conducted by County's insurance companies were completed.
 - * Snow and Ice Removal.
 - * Flagging.
 - * Playground Inspections.

Outreach:

The extending of services or assistance.

Buildings and Grounds

- * Assisted New York Department of State and County's engineer with improvements for the Records Management building.

Tourism

- * Assisted with safety plan for annual Catskill Cat Auction as per New York State reopening plan.
- * Reviewed opening plans for weddings as per New York State COVID-19 guidelines.
- * Assisted with opening plan for Thomas Cole House.

Human Services

- * Assisted with storage space at 411 office as per New York State fire code.
- * Nutritional Centers (Building Code compliance for rented centers).

Public Health

- * Performed follow ups for complaint referrals from New York State on pause enforcement a total of (127) complaints.
- * Drop offs and Pickups for staff working off site as per COVID-19.
- * Traffic and Site Safety for Drive-Thru Rabies Clinics (Angelo Canna Town Park).
- * Traffic and Site Safety for drive-thru COVID-19 testing (Catskill and Ashland).
- * Assisted with COVID-19 vaccination clinics (Catskill, Cocksackie and Windham).
- * Transported sharps from COVID-19 vaccination clinics.
- * Assisted with mobile COVID-19 testing (Catskill, Cocksackie, Durham, Hunter and Windham).
- * Assisted with COVID-19 Cocksackie testing site.
- * Transported COVID-19 vaccines.

Human Resources

- * Assisted with updating all Departments bulletin boards.
- * Assisted with County's health emergency plan.

Emergency Services

- * Picked up PPE from New York State distribution centers.
- * Dropped off PPE to Retirement Homes, Nursing Homes, Rehabilitation Centers, Schools, Towns and Villages within the County.

Board of Elections

- * COVID-19 signage for fall elections.
- * PPE for fall elections.

Sheriff

- * PPE for 411 building security.

Projects:

An individual or collaborative enterprise that is carefully planned and designed to achieve a particular aim.

411 Access Control

- * Currently (147) swipe cards have been issued to employees. The system allows employees to enter the building during off hours.

Hazardous Materials-Right to Know (S.D.S Sheets) Binders.

- * Binders are currently being updated to the new (16) sixteen section S.D.S format.
- * Cairo office building has been completed.
- * 411 office building has been completed.

Weekly Safety Pins.

Pioneer Award.

- *Assisted with County's insurance Company (PERMA) in video to honor Greene County with the 2021 NYSAC Pioneer Award.

In closing I would like to thank the County Legislature and Administrator for their support.

Respectfully Submitted,



Thomas Hoyt
Safety Officer

