



SHEAR BULL



Palm Beach County Roofing & Sheet Metal Contractors Association

UPCOMING EVENTS

DINNER MEETING
Speaker Rob Foote
Furman Insurance;
Risk Management
& Worker Compensation

Wednesday May 24, 6PM
* New Location *
Hilton Palm Beach Airport;
150 Australian Ave.
West Palm Beach, FL

OSHA'S RECORD-KEEPING AND REPORTING REQUIREMENTS

Most roofing contractors are familiar with OSHA's record-keeping and reporting requirements. Recently, however, OSHA expanded the list of severe injuries and illnesses that employers must report. This is a good opportunity for roofers to review their record-keeping and reporting requirements.

What must be recorded?

Roofers with more than 10 employees must record a new case of a work-related injury or illness if it (a) results in any of the following: death, days away from work, restricted work or transfer to another job, medical treatment beyond first aid, or loss of consciousness; or (b) involves a significant injury or illness diagnosed by a physician or other licensed health care professional. The recording requirement applies to applicable injuries

or illnesses of all employees on payroll and any employees who are not on payroll but are supervised by the employer on a day-to-day basis.

The injury or illness is a "new case" if the employee has not previously experienced a recorded injury or illness of the same type affecting the same body part or if the employee has previously experienced the same but had recovered completely. The injury or illness is "work-related" if an event or exposure in the work environment either caused or contributed to the injury or illness or significantly aggravated a pre-existing injury or illness.

Which forms must be completed?

1. OSHA 300 Log of Work-Related Injuries and Illnesses. Employers must enter a one or two line description for each recordable injury or illness. This must be done within seven calendar days of receiving information that a recordable injury or illness has occurred.

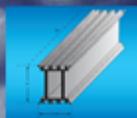
2. OSHA 301 Injury and Illness Incident Report. Employers must complete an incident report for each recordable injury or illness entered on the 300 Log. The incident report must be completed within seven calendar days of receiving information that a recordable injury or illness has occurred.

3. OSHA 300-A Summary of Work-Related Injuries and Illnesses. At the end of each calendar year, employers must review the 300 Log to correct any deficiencies and verify all entries are complete and accurate. Employers must create an annual summary of the injuries and illnesses recorded on the 300 Log and certify and post the annual summary. The summary must be certified by a company executive. The summary must be posted no later than February 1 of the following year and must remain in place until April 30.

The forms must be kept for five years. During those five years, employers must update the 300 Log if any recordable injuries or illnesses are discovered that were not previously recorded or if any changes occur in the classification of the recorded injuries and illnesses. The 301 Report and 300-A Summary are not required to be updated. Do not send

Continued on page 3...

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MESSAGE FROM THE PRESIDENT

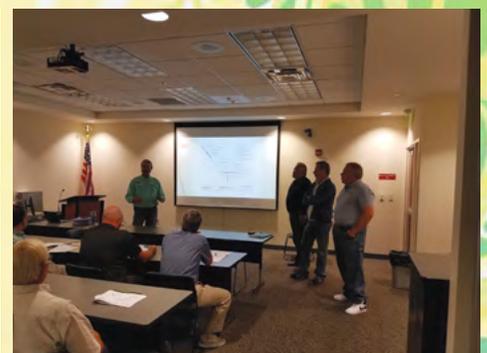


Our golf tournament this year was another success. We had 54 players, 21 tee sponsors and 6 premium sponsors for specific items. Our raffle brought enough to pay for the great raffle prizes we offered. We received tremendous help from reps of our suppliers, Alicia Maldonado, Melinda Dryer, Courtney McClellan, Erica Bergeron and Stephanie Orlando. This group of hard working ladies has volunteered to be the Golf Committee next year. A special thanks to them and to all who gave for the event.

Our May Dinner meeting will be held at a new location. On May 24, 2017, we will have our meeting at the Hilton Palm Beach Airport. 150 Australian Ave, West Palm Beach. The move was necessitated by the decision by the previous hotel to not accept credit cards at the mobil bar outside our meeting room. As you are aware, our meeting room was on the second floor and the bar was located on the first floor. For convenience of our members, we negotiated to have a mobile bar on the second floor near our meeting room. When the hotel decided they would not accept credit cards at this location, the Board decided to make a move. At the Hilton, which can be accessed from Australian Ave or Southern Boulevard, the meeting room is on the first floor with an entrance right from the parking lot. The hotel will have a mobile bar either inside or just outside the meeting room and will accept credit cards. The menu will be similar to past menus in buffet format with the three food choices of chicken, fish and beef. We ask all to give it a try and join us on May 24, 2017 at 6:00PM

Respectfully Submitted

Glenn Rimpela
President



Joe Byrne, Manny Oyola, Mark Terlep and Mark Landis representing our members met with the Palm Beach County Building Inspectors to discuss issues of common interest. A good learning experience for everyone.

TRENT COTNEY | P.A.

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copies of the forms to OSHA unless asked to do so (note that there are current proposals which would require the digital transmission of 300 Logs to OSHA on a regular basis).

What must be reported?

As of January 1, 2015, employers must report to OSHA:

- All work-related fatalities that occur within 30 days of a work-related incident
 - Must be reported to OSHA within 8 hours
- All work-related inpatient hospitalizations, amputations, and losses of an eye that occur within 24 hours of a work-related incident
 - Must be reported to OSHA within 24 hours

An "inpatient hospitalization" refers to a formal admission to the inpatient service of a hospital or clinic for care or treatment. This does not include a hospitalization that involves only observation or diagnostic testing.

If an employer is not informed about the illness or injury or is not informed that it was the result of a work-related incident until after the 8 hour or 24 hour reporting deadline, the employer must make the report within 8 or 24 hours (respectively) of being informed of the illness or injury or learning that the illness or injury was the result of a work-related incident.

Employers must report a fatality or inpatient hospitalization caused by a heart attack. The OSHA Area Office director will decide whether to investigate the event, depending on the circumstances of the heart attack.

Employers must report a fatality, inpatient hospitalization, amputation, or loss of an eye that results from a motor vehicle accident in a construction work zone. In contrast, employers do not have to report such if the motor vehicle accident occurred on a public street or highway that is not a construction work zone. Similarly, employers do not have to report a fatality, inpatient hospitalization, amputation, or loss of an eye that occurs on a commercial or public transportation system.

It is important to remember that if a fatality, inpatient hospitalization, amputation, or loss of an eye occurs but does not meet the reporting requirements, the employer is still required to record the illness or injury pursuant to the recording requirements.

Employers must report to OSHA by either calling OSHA's free and confidential number at 1-800-321-OSHA (6742), calling the nearest OSHA Area Office during business hours, or completing the online form on the OSHA website which is not currently available but should be soon. If the Area Office is closed, leaving a voicemail or sending a fax or email does not suffice; instead, you must call either the 800 number or utilize the online form.

In the first six months of the new reporting rule, OSHA received more than 5,000 reports of work-related deaths, inpatient hospitalizations, amputations, and losses of an eye. Around 40% of those reports led to OSHA investigations. By staying apprised of OSHA's record-keeping and reporting requirements, roofing contractors can maintain safe workplaces and lessen the chance of an OSHA violation.

Author's note: The information contained in this article is for general educational information only. This information does not constitute legal advice, is not intended to constitute legal advice, nor should it be relied upon as legal advice for your specific factual pattern or situation.

Trent Cotney is Florida Bar Certified in Construction Law, General Counsel of the Palm Beach County Roofing & Sheet Metal Contractors Association, a member of the National Roofing Contractors Association (NRCA), General Counsel and a director of the Florida Roofing Sheet Metal and Air-Conditioning Contractors Association (FRSA), General Counsel and member of the Governance Committee of the National Women in Roofing (NWIR), the Treasurer of the West Coast Roofing Contractors Association (WCRCA), and affiliated with almost a dozen other roofing associations. For more information, contact the author at 813-579-3278 or visit www.TrentCotney.com.



Su	Mo	1	Tu	2	We	3	Th	4	Fr	5	Sa	6
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Mother's Day												
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					Dinner Meeting Hilton Palm Beach Airport, 150 Australian Ave, West Palm Beach							
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	Memorial Day											

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