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MINUTES

MEETING EXECUTIVE COMMITTEE, NATIONAL SAFETY COUNCIL,
HEADQUARTERS' OFFICES, CHICAGO, NOVEMBER 21, 1932,
10 a.m. until 4:30 p.m.

PRESENT

W. F. Ardern, Milwaukee
J. I. Banash, Chicago
Ernest W. Beck, New York
C. B. Boulet, Milwaukee
W. H. Cameron, Chicago
R. I. Catlin, Hartford
Frank H. Cogan, Hoboken
Will Cooper, Chicago
J. E. Culliney, Bethlehem
Marcus A. Dow, Cleveland
H. B. Fonda, New York

Harry Guilbert, Chicago
G. T. Hellmuth, Chicago
Franklin M. Kreml, Evanston
Thomas E. Lightfoot, Pittsburgh
John E. Long, Albany
H. W. Lormor, Cleveland
Lew R. Palmer, New York
J. J. Plzak, Wisconsin Rapids
G. E. Sanford, Schenectady
C. W. Smith, Chicago
Geo. H. Warfel, Omaha
V. L. White, Jr., Cleveland

1. Mr. J. I. Banash, as President, presided and Mr. W. H. Cameron acted as Secretary.
2. The minutes of the October 2 and October 5 meetings were approved unread.
3. The following report was made on behalf of the Administration Committee:
 - (a) The President presented a Petition, signed by Past Presidents Arthur H. Young, Lew R. Palmer, Walter G. King, Lewis A. DeBlois and C. P. Tolman, recommending that Mr. Arthur Williams, President of the American Museum of Safety, be elected as an Honorary Member of the Council. The following formal resolution was presented:

WHEREAS Mr. Arthur Williams has for the past twenty-five years been actively identified with the safety movement in the United States both in his capacity as President of the American Museum of Safety and as an executive in the public utility field in New York City, and

WHEREAS he has during this period devoted himself unselfishly to the advancement of the cause to which the National Safety Council is dedicated, and

WHEREAS the American Museum of Safety under the guidance of Mr. Williams had contributed materially to an increased interest in accident prevention effort on the part of railroads and electric railways through the annual award of the E. H. Harriman and Anthony N. Brady memorial medals, therefore

BE IT RESOLVED that the National Safety Council in recognition of the services rendered in the cause of safety does hereby elect Mr. Arthur Williams to Honorary Membership in the National Safety Council, and further

BE IT RESOLVED that a certificate of such membership be prepared and presented to Mr. Williams on the occasion of the Fourth Annual Greater New York Safety Conference to be held in New York City in February, 1933.

It was unanimously voted to recommend to the Executive Committee that Mr. Williams be elected as an Honorary Member, and that a certificate of such membership be presented to Mr. Williams on the occasion of the Fourth Annual Greater New York Safety Conference, to be held in New York in February, 1933. APPROVED BY E. C.

- (b) Thirty new applications were presented on behalf of the Resuscitation Medals Administration Committee with assurances that they were all in accord with the rules and regulations of the National Safety Council, whereupon it was voted to approve the awards of the medals and certificates as recommended. An additional 33 applications as presented at the September 12 meeting were also approved. Applications for 103 medals have been approved but not awarded. It would cost approximately \$607.35 to complete these awards. The possibilities of having an outstanding safety leader defray the cost of these medals and certificates was discussed (similar to the companion medals of the Insull and McCarter awards on behalf of the N.E.L.A. and A.G.A.) and it was voted to recommend to the Executive Committee that authority be given to approach possible donors and partly to relieve the Council of the burden of expenses. APPROVED BY E. C.
- (c) In the absence of the Chairman of the Finance Committee, Mr. Bergquist, the following report was made on his behalf. Total cash in banks, notes and accounts receivable and market value of investments as of November 18 - \$132,828.19. The total of the accounts payable and notes payable as of November 18 - \$79,609.28. If the Council was liquidated as of November 18 it would have in addition to its furniture and fixtures a cash balance of \$53,218.91. Reference was also made to the October experience which showed a loss of only \$345. in spite of the Washington Congress, costing \$3,000. more than specified by the budget, or a total loss for the first ten months of the year of approximately \$6,700. Details were presented of our experience in Congress financing, distribution of publications, Safety Calendars, contrast of orders received this year as compared with last year, and many similar details. A first preliminary budget was then submitted, based on the first ten months' experience of 1932, and estimated experience for November and December as follows: total estimated income \$434,950.; anticipated expenses \$430,590., and showing an excess of income over expenses of \$4,360. Because the experience of the past four months is estimated to be the more likely experience for 1933, the budget was based largely on this latter experience. APPROVED BY E. C.

(c) Several papers and reports were presented, including a request from the National Conference on Street and Highway Safety, for a contribution of \$150. to help keep the Conference activities going until July 1, 1933, with prospects of another assessment of 10% before that time. It was voted to recommend to the Executive Committee that because the Secretary of the Conference, at present ill, should be supported meantime, that the Council pay the first assessment of \$150., with the understanding that the suggested second assessment may not be paid. APPROVED BY E. C.

- (e) A discussion followed on the problem of preparing, printing and distributing the 1932 Washington Congress Transactions. It was stated that many plans had been discussed, but it was recommended that the Transactions of this Congress be condensed into one volume of 500 pages, and that 4,000 copies be printed and distributed at an expense to approximate \$1,241. It was, therefore, voted to recommend to the Executive Committee that the Managing Director be requested to carry on the work of compiling a volume of Transactions as recommended, and that the Executive Committee give authority to the Finance Committee to proceed with the printing and distribution at a cost not to exceed \$1,241., provided the Finance Committee concludes the Council is warranted in making this expenditure. APPROVED BY E. C.

- (f) At 2 p.m. Mr. Frank S. Low, Chairman of the Carbon Tetrachloride Manufacturers' Technical Committee, was invited to the Conference Room to explain the recommendations of the Rubber Section at the Washington Congress that the National Safety Council undertake a laboratory test, under the jurisdiction of a National Committee, on the toxicity of Carbon Tetrachloride. Messrs. Banash and Cameron made reference to discussions and investigations and consultation with Mr. Low and others. It was finally voted to recommend to the Executive Committee that this request for a laboratory research and report be turned over to the Council's Vice-President for Industrial Health, with the suggestion that he investigate all of the angles of the problem through a representative committee before making his recommendations to the Executive Committee as to action the Council should take on this request. Action by Executive Committee: it was voted that the National Safety Council should undertake the research as recommended, and upon the express understanding that it is a project of the National Safety Council; that the national working committee shall be appointed by the National Safety Council, and the committee's report, including the laboratory findings, shall be the property of the National Safety Council. As a first step, it was suggested that the project be submitted to Vice-President Watson for an opinion, and that his recommendations for representation on the national committee be submitted to the Executive Committee for a mail vote.

4. Mr. Hellmuth, as chairman of the Reviewing Committee on "Health Protection in Sandblasting and Metallic Abrasive Cleaning" reviewed at length his committee's consideration of the problems presented to him, explaining that he could not make his report at the October 2 meeting in Washington because his train was five hours late, whereupon it was voted to recommend to the Executive Committee that the proposed report of the Reviewing Committee be accepted to the effect that the report of the Technical Committee be not authorized for printing at this time, and that

the reviewing Committee be dismissed. The following action was taken by the Executive Committee: It is believed that the four following paragraphs express the opinion of the Executive Committee upon the original report of the Technical Committee and as presented to President Bergquist August 11 by the Reviewing Committee.

- 1 - That your Reviewing Committee believes that the Technical Committee's report on "Health Protection in Sandblasting and Metallic Abrasive Cleaning" does not seem to be prepared in desirable form, and we, therefore, recommend to you that the report be re-edited and modified.
- 2 - We also recommend that the report so modified clearly indicate that suitable preventive measures can be made available for the proper protection of both the metallic and silica abrasives, and that the selection of the abrasives and equipment is more or less an industrial problem requiring suitable apparatus, with adequate housekeeping, maintenance and attendance.
- 3 - It is our opinion that such a modified report should and would eliminate controversial statements and would serve the real purpose intended, namely, to protect the employees engaged in sandblasting and metallic abrasive cleaning.
- 4 - We are also inclined to the opinion that the conclusions and recommendations, shown on pages 49 to 51 of our Committee's report, would be valuable and practicable and non-controversial if certain words, which seem to us unnecessary, in view of the conclusions, were deleted.

It was thereupon voted that the recommendation of the Administration Committee be accepted viz: that the report of the Technical Committee be not authorized for printing at this time and that the Reviewing Committee be dismissed.

5. The following additional resolution was passed relating to the Study on "Health Protection in Sandblasting and Metallic Abrasive Cleaning": that the Managing Director and his staff associates be requested to prepare an article based on the Technical Committee's report, together with such other authoritative information as may be available, with the understanding that assistance will be sought from Dr. Winslow and Dr. Cummings of the United States Public Health Service, and later the American Foundrymen's Association, and such others as may be available. It was also directed that the draft article be submitted to the members of the Executive Committee for approval before publication.

6. Mr. Will Cooper, as Treasurer, then recapitulated the cash situation of the Council, repeating the figures presented in the financial report referred to above as well as the following additional information: that the current unpaid bills of the Council total \$13,444.75, unpaid rent \$19,433.77, or a total of \$32,878.52 as current obligations. To offset these debts members and others owe the Council \$83,684.65. Within the next thirty days it is expected that the Calendar receipts will improve the Council's cash position. It was voted to accept this report.

7. The 1933 Congress City Selecting Committee presented a report condensing its studies of the accommodations, financial arrangements and other details of the urgent invitations received from Milwaukee, Grand Rapids and Chicago. Complete descriptions were given of the accommodations in these three cities and for the following

reasons Chicago was recommended as the Congress City for 1933: (1) all meetings and exhibits can be housed in one building; (2) the majority of the delegates can also be accommodated in the same building; (3) it will be possible to prepare a full size program because the World's Fair, with its many attractions, will be "across-the-street", thus making it possible for delegates to go to the Fair in the evenings without additional hotel and traveling expenses; (4) delegates will be encouraged to combine vacation trips with the Congress at no increase in hotel rates or meals; (5) it will be possible to use the maximum number of staff employees - so essential to the efficient operation of these Annual Congresses - at the minimum of expense; and (6) the possibilities of a maximum attendance of safety minded people to give full import to the safety movement and the National Safety Council. Thereupon the Congress Selecting Committee proposed the following resolution:

We, therefore, present the following Resolution to the Executive Committee: The 1933 Congress City Selecting Committee following careful consideration of the enthusiastic and earnest invitations from the cities of Grand Rapids and Milwaukee, present to you the consensus of membership opinion, as well as the practical considerations for the coming year, which seem to make it imperative that we decline these invitations for 1933 Congress. We, therefore, recommend to the Executive Committee that the 1933 Annual Congress be held in the Stevens Hotel, in the city of Chicago, during the first week of October, and that the cities of Grand Rapids and Milwaukee be notified of our selection, and the reasons therefor, with an expression of appreciation for their interest in this Congress. This action is taken by a 4 to 1 vote, Mr. Ardern requesting that he be recorded as dissenting from this opinion and voting in favor of Milwaukee.

It was voted to accept this recommendation and authority was given to make the necessary arrangement with the Stevens Hotel, Chicago, for the 1933 Congress to take place during the week of October 2 - 6.

8. Mr. Harry Guilbert, as Chairman of the Washington Congress Observation Committee, presented a condensed report including his experience in distributing 300 questionnaires to attendants at the Congress and enumerating a number of details in which future Congresses might be improved. All of the reports, with this summary, have been placed on file in headquarters offices to be used in planning for the 1933 Congress. The Managing Director supplemented Mr. Guilbert's report by making reference to the staff reports; plans for an extensive commercial and general safety exhibit; the proposed new type of program combining sectional meetings, suggesting a larger number of general meetings on common specific safety problems and other innovations. It was voted to accept Mr. Guilbert's report with thanks and the President was authorized to appoint a 1933 Congress Program Correlating Committee.

9. Mr. J. E. Culliney, as Vice President for Engineering, then submitted the following report:

1. With full appreciation of the National Electric Light Association's interest in accident prevention, the National Safety Council feels that the best interest of its members will be served by not relinquishing the collection of annual industrial injury summaries in the electric power and light industry.

2. It is our policy that the collection of annual industrial injury summaries by the National Safety Council shall not be relinquished to any organization except where arrangements exist as of this date.
3. In calculating the number of days lost for temporary total disability, the National Safety Council favors using the old plan of counting six days per week instead of the newly suggested plan of counting seven days per week.
4. In calculating the number of disabling injuries, it is the opinion of the National Safety Council that an injury should not be counted if the victim is able to return to a "regularly established job". We do not favor changing "regularly established job" to "his ordinary duties."
5. The National Safety Council approves changing the name of the "Construction Safety Code" to "American Standards for Safety in the Construction Industry."
6. We recommend approval of the final draft of the new Safe Practices Pamphlet on "Safety in Hospitals" for publication by the American Hospital Association.
7. It is the opinion of the National Safety Council that the American Standards Association should not approve the New York State Safety Code on Exhaust Systems as the American Standard on this subject. Instead, it is our feeling that the International Association of Industrial Accident Boards and Commissions, as sponsor for this code, should do everything in its power to formulate an acceptable code on this subject at an early date.

Mr. Culliney's Advisory Committee also "recommended that a committee be appointed to draw up a policy procedure to be followed before undertaking further research work in order to avoid difficulties experienced in the past and due to lack of a definite policy statement at the present time." It was voted to approve this recommendation and to thank Mr. Culliney for his report.

10. Mr. R. I. Catlin, as Vice President for Public Safety, made reference to: the National Inter-City Traffic Contest for 1932; the intentions of his Advisory Committee to recommend a similar 1933 Contest with some slight changes; the opportunity, in cooperation with others, to urge the State Legislatures, meeting next January, to approve Drivers' License Laws; to the favorable reception of the printed pamphlet known as "The Balanced Program for Reducing Traffic Accidents"; to the cooperation of the Council with the National Bureau of Casualty and Surety Underwriters; that he plans to have a meeting of his Advisory Committee about the middle of December with the hope that as many interests as possible can be brought together through this Advisory Committee and their activities coordinated for the best possible results. Reference was also made to the need for larger financing of the public safety activities. It was voted to accept the report with thanks.

11. Mr. John E. Long, as Vice President for Safety Councils, presented the application of the Utica Safety Council for a charter (part of the results of the 1932 Inter-City Safety Contest), to be known as a Class B Council, and affiliated with the Utica Chamber of Commerce. It was voted to approve this charter on the condition that Mr. Long's Advisory Committee approve it. Mr. Long also made reference to the field service activities of other National Associations and urged that

12. The Managing Director supplemented his written monthly report by making reference to the increase in safety poster orders up to November 1st as contrasted with the same period in 1932; to the status of the negotiations with Mr. Harry Sinclair (who has decided to make his award on the yearly basis commencing October 1) and other details.

13. Then followed a long discussion on the Council's current and future responsibilities as lead by President Banash. He urged the new Executive Committee to constantly study the National problems of the Council, read its publications and recommend problems for discussion at meetings during the year. Reference was made to the "Advisory Committee to the President" and the need for having such a Committee to help establish the broader policies of the Council and leading to adequate financing of the Council's undertakings.

14. It was the consensus that the Executive Committee ought to have meetings between this date and the 1933 Congress every two months, but because the regular meeting date in January would be the 15th, and too early to reasonably expect a complete budget for 1933, it was suggested that the next meeting of the Executive Committee take place in New York on January 23 and that the Vice Presidents' Advisory Committee meetings take place on Sunday, January 22, so that the members of the Committee might take advantage of the week-end excursion rates.

15. The meeting adjourned at 4:00 p.m.

W. H. Cameron
Secretary