

Transport Workers Union of America AFL-CIO



Air Transport Local 567
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AFW JSC Meeting Minutes April 10, 2007

In Attendance:

Name	Area
1. Troy Rhoads	TWU – Safety Chair
2. Myra Danos	FM Safety Circle
3. Jerry Davidson	FM Safety Circle
4. Kelly Cohen	BIG
5. Joseph Green	VPP
6. Pat Stewart	TAESL
7. Lawrence Noble	Supply/Warehouse Safety Circle
8. Kim Ealy	Medical
9. Kip Richard	ERT
10. Marty Thayer for Kevin Haugh	Components Safety Circle
11. Richard Lawing	IWTP
12. Charles Mendez	IH / Safety
13. Dennis Cassady	Self Audit
14. JC De Smit	Components Safety Circle
15. Chris Schulz	TAESL Safety Circle
16. Greg Mackey	TWU Benefits
17. Carlene Propst for Tammy Lance and JJ Smith	Hangar Safety Circle
18. Leeman Adams	Safety Supervisor
19. Michael Osmer	Supply/Warehouse Safety Circle
20. Chris Blue	Admin/IOD
21. Wendy Nielsen	Production Control

Safety Circle:

Department	Represented at Meeting Yes / No	Monthly Meeting Schedule Frequency	Meeting Time	Location
TAESL	Yes	1 st Thursday	1:30 p.m.	Production Control C.R.
Warehouse	Yes	Last Thursday	1:00 p.m.	Building 6 2 nd floor
Components / Structures	Yes	2 nd Tuesday	9:00 a.m.	Training Room Structures
Facilities Maintenance	Yes	Last Wednesday	12:00 p.m.	Bldg 6 C. R.
Hangar	Yes			Marquardt's C.R.

Optional:

Medical
ERT
Self Audit

1. Opening:

- Troy Rhoads opened the meeting to introduce Wendy Nielsen as the new secretary for the council and thanked Kelly Cohen for her participation in the meetings.
- To insure that members of the council have this meeting notice on their calendars, a new Outlook calendar invitation will be sent to all members.

2. **Discussion Items:**

a. **Admin/IOD:**

Monthly Injury Data for March 2007: 16

These injuries consisted primarily of sprains and strains. 3 were eye injuries and the others were illness to ear, cuts and bruises. 8 of these injuries were recordable. It was discussed whether the eye injuries were caused by wearing incorrect safety eye protectors. One of the eye injuries was caused by particles getting into the eyes and while wearing goggles. Sometimes, due to sweat, glasses tend to slip.

b. **IH Announcement:**

- A training program on the Lock Out/Tag Out Policy was successful. Tulsa conducted a 30-hour OSHA Certification Class.
- Eye injuries seem to be decreased since the Job Hazard Analysis. Policy will be placed on books and will be launched in near future.
- Letter of Interpretation (LOI) is 'best practice' and deals with OSHA policy significantly. OSHA standards are minimal.
- Training is huge and must be documented.
- Hex. Chrome sampling is taking place in TAESL, Hangar, and Structures. The emphasis on personal protection equipment is very important and will be posted in upcoming Crew Notes.
- Radio discipline needs to be implemented when using the call sign "Safety One" to insure that a location is provided when reporting incident.
- Electrical Safety needs a good written program. This is a huge OSHA issue OSHA 1910 130 Series.
- Emergency Action Plans need to be discussed to all employees. We should be practicing evacuations for all man-made or industrial accidents. We should be conducting annual fire drills and evacuation drills for all shifts – not just day shift.
- Audible alarms and strobes are OSHA and VPP requirements.
- A dedicated IH Person has been selected for MCI.
- Need to form a sub-committee for Confined Spaces Rescue Plan to determine operation, chemicals, health safety, and rescue plan. This sub-committee needs to have meetings and in-service training with teams.
Volunteer Committee Members: Leeman Adams, Richard Lawing, Kip Richard, Cindy Contreras, Kim Ealy, Greg Mackey, Johnny Griffith.
- Essential Job Functions have been reevaluated for OSM's and AMT's with recommended changes to include human factors.

c. **Medical Update:**

Kim Ealy mentioned that there have been complaints of dizziness and nausea. *Charles Mendez to review – In Work.*

Preparations are being made for the upcoming Health Fair.

d. **ERT Update:**

First Aid Kits need rebuild and I.D. process. Kits should include items that do not have expiration dates. The shops should have responsibility to refill the kits. Whoever is your self audit team or Eagles should update. Eyewash kits that are expired need to be replaced and can be replaced for free from the tool crib.

- e. **IWTP:**
 - Richard Lawing gave overview of what happens to the RO (reverse osmosis water) filtration system on base when concentrate cleaners are improperly dumped into the drains and the costs involved in the clean up. If anything needs to be dumped, call IWTP before to avoid these issues.
 - A preliminary clean up plan for vacuums will start next week and will be done monthly. The dirty ones have already been cleaned.

Note: Any chemicals in unlabeled bottles need to be labeled and notified on TV.
- f. **Self Audit:**
 - In Tulsa, the Fuel Tank Rescue drills are being conducted. These rescue drills should be conducted at AFW.
 - Also, vacuums can be sealed and labeled. If locks are placed on them, they may compromise the integrity of the vacuum.
- g. **EAGLES:**
 - A meeting is scheduled for Thursday to tabulate scores and they will be available for the next JSC meeting.
- h. **VPP:**
 - The VPP is currently reviewing Job Hazard Analysis. Also a core team should be in place by next meeting and regular meetings will be scheduled on a monthly basis. VPP to review policies and there will be a two week event at end of month.

3. **Safety Circles:**

- Books with safety articles are available from Troy Rhoads to be checked out.
 - Discuss OSHA signs and posting.
 - Invite Richard Lawing to meetings make environmental presentation on RO (Reverse Osmosis).
 - Present DVD video of Health, Safety, and Environment. *Myra Danos – In Work.*
- a. **Components / Structures - Kevin Haugh:**
Spray and sand booths are operating and are in good shape. At this time, only one is not working.
 - b. **Facilities Maintenance – Myra Danos:**
 - Safety performance is good and currently reviewing the Lock Out Tag Out procedures and OSHA compliance.
 - Earth Day – April 25, Wednesday, 1:00 p.m. Will include mini tours and tree planting.
 - c. **Hangar – Carlene Propst / Curtis Lenton:**
 - No Issues in Hangar
 - d. **TAESL – Chris Schulz:**
Chemical Coordinator policy indicates minimums per shop. One coordinator should be assigned per shop. Delegate a Chemical Coordinator via volunteer basis.
 - e. **Supply – Larry Noble:**
Supply's safety performance is good. It was stated that the seat belts on the forklifts were not being used properly and beepers should sound when forklifts are driven in reverse.

4. Safety Glasses Update:

- Revamping the Safety Glass program soon.
- Signs are being posted requiring safety glasses to be worn before entering specific areas – *Leeman Adams – In Work.*
- Progressive lenses for prescription safety glasses will be brought up to Managing Directors.

5. Open Items:

TAESL:

- Test Cell Fall Protection – *Chris Schulz - In Work*
- 05/08/TBH Shop – *Concerns and assessments are being reviewed. Approval expected from HR / Finance on May 1st.*

Hangar:

- Portable fall restraints for areas that don't have fall protection – *In work*
Currently, Portable Fall Restraints have not been placed in Bays 1 & 5.
- Dennis Cassady informed the group that door handles are missing by the high speed door and the cafeteria door handle is broken. *Myra Danos – In Work*

6. New Items:

Evacuations:

- Mike Swantz to complete Evacuation Test, once completed, need to implement test – *Charles Mendez to follow up and advise frequency.*

OSHA Signs:

- OSHA signs must be posted to avoid extreme fines.
- Charles Mendez to determine requirement for posting and will send determination via e-mail.
- Signs can be ordered via website
https://sse.jetnet.aa.com/safety/asc/safety_posters.shtml

Training:

- Verify with Ken Harmon that Safety Training is not out of date and be available via classroom setting and not only Online. Contractors should also be included in New Hire Safety Classes and should include confined space chemicals. *Charles Mendez – In Work.*

7. Closed Items:

Task	Responsibility	Completed
None		

Next JSC meeting: Tuesday, May 8 at 1300 in the TAESL Leadership Conference room.

Joint Safety Council Meetings - 2007

Chairs: Troy Rhoads
Second Tuesday of Month – 13:00
Leadership Conference Room

January 9

February 13

March 13

April 10

May 8

June 12

July 10

August 14

September 11

October 9

November 13

December 11

TR: ts

Submitted by,
Troy Rhoads
Safety and Health Committee
TWU Local 567 Executive Board