

**AFW JSC Meeting Minutes  
June 12, 2007**

**In Attendance:**

Name	Area
1. Troy Rhoads	TWU – Safety Chair
2. Wendy Nielsen	Production Control
3. Chris Blue	Admin Center / IOD
4. Lawrence Noble	Supply / Warehouse Safety Circle
5. Jerry Davidson	FM Safety Circle
6. Pat Stewart	TAESL
7. Joseph Green	VPP
8. Shahla Pillai	Admin Center
9. Kip Richard	ERT
10. Myra Danos	Facility Maintenance
11. Valerie Jones	Environmental
12. Richard Lawing	IWTP
13. Charles Mendez	IH / Safety
14. JC DeSmit	East Seat Shop
15. Leeman Adams	Safety

**Safety Circles:**

Department	Chairperson Present at Meeting	Monthly Meeting Schedule Frequency	Meeting Time	Location
TAESL	Yes	1 <sup>st</sup> Thursday	1:30 p.m.	Production Control C.R.
Warehouse	Yes	Last Thursday	1:00 p.m.	Bldg 6 – Lunch Area
Components / Structures	No	2 <sup>nd</sup> Tuesday	9:00 a.m.	Training Room Structures
Facilities Maintenance	Yes	Last Wednesday	12:00 p.m.	Bldg 6 C. R.
Hangar	No	2 <sup>nd</sup> Thursday	1:00 p.m.	Marquardt's C.R.
Medical - Optional				
ERT - Optional				
Self Audit - Optional				

**1. Open Safety Items:**

Date	Task	Responsibility	Status
2007	TAESL - Test Cell Temporary Fall Protection	Chris Schultz / Leo Dominguez	Almost Complete
2007	TAESL -Test Cell Permanent Cable being designed and quoted	Chris Schultz / Leo Dominguez	In Work
05/08/2007	TAESL - Four posts automatically deploy with 1" drop of engine. Waiting on visit to other engine facility where this is part is being used.	Chris Schultz / Leo Dominguez	In Work
05/08/2007	TAESL - Engine Ladder Work Platform	Chris Schultz / Leo Dominguez	In Work
2006 / 2007	Hangar - Fall Protection (Wing Grip)	Pete Sirucek / Sam Anderson	In Work
05/08/2007	Structures – Door next to roll up door is damaged and is being replaced	Myra Danos	In Work

**2. New Safety Items:**

- TAESL - Four posts automatically deploy with 1" drop of engine. Waiting on visit to other engine facility where this is part is being used. – *Chris Schultz / Leo Dominguez – In Work*

**3. Closed Items:**

- **No Update**

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June 12, 2007**

**4. Discussion Items:**

- a. **Admin/IOD: Chris Blue**  
Monthly Injury Data for May 2007: 25  
These injuries consisted of 2 abrasions, 3 contusions, 3 crushes (2 right hand / 1 shoulder), 2 cuts, 1 illness, 1 no classification, and 13 sprains / strains.
- b. **IH Announcement: Charles Mendez**
- The shops will be contacted individually to provide a list of employees by shift for IH.
  - Phase II of the Job Hazard Analysis will be done to list job tasks by hazardous risks. Currently, we are in the recognition phase of this process.
  - A Safety Health Program Review process is underway and could take up to two years to complete. This review is also a part of the VPP Program effort.
  - Charles would like the name of all active Safety Circles members.
- c. **Medical Update:**
- 3<sup>rd</sup> Annual Health / Safety Fair is scheduled for 9/19/2007. Currently working on securing a location and a planning committee meeting will be held to finalize the details.
- d. **ERT Update: Kip Richard**
- First Aid cabinets are being moved and relocated to central locations causing the maps to be outdated. Contacting Pete, Pat, and Holly for approvals to move cabinets – *Kip Richard – In Work*
  - Process Review Committee will take ownership and map out process, discuss with Chris Blue and Cindy and bring back to JSC for review – *Troy Rhoads, Jerry Davidson, and Kip Richard – In Work*
- e. **IWTP: Richard Lawing / Valerie Jones**
- Richard Lawing introduced Valerie Jones who is taking over Bud Chaffin's Environmental job.
- f. **Self Audit: Joe Green on behalf of Dennis Cassady**
- The Audits are not being completed by the 15<sup>th</sup> of the month and the Hangar / Components Audit has not been started. Computer entries can take any where from 3 minutes to 2 days to complete. A new checklist should be printed every month. Pre-Osha Audit Items to be on the Self Audit Checklist proposal.
  - A new checklist to be built - *Jerry Davidson and Dennis Cassady – In Work*
- g. **EAGLES: Leeman Adams**
- 1<sup>st</sup> Quarter results for 2007 reflect 5 outstanding shops with a three-way tie in the small shop bracket.
    - Large Shop – Warehouse
    - Medium Shop – QA TASEL
    - Small Shop – Facilities Maintenance, (Automotive / Paint / Carpenter Shop)
  - Training should be redone on Eagles program to bridge requirement gaps.
- h. **VPP – Joe Green:**
- Meetings are being held every two weeks. Currently trying to get a core group together.
  - Need to coordinate a VPP teleconference to engage three bases simultaneously with JSC to share information.
- i. **Training:**
- Verify with Ken Harmon that Safety Training is not out of date and be available via classroom setting and 'hands on' demonstrations. Contractors should also be included in New Hire Safety Classes and should include confined space chemicals. *Ken Harmon – Need Update.*
- j. **General Safety Update:**
- Signs are being posted requiring safety glasses to be worn before entering specific areas – *Leeman Adams – Need Update.*

**AFW JSC Meeting Minutes  
June 12, 2007**

**5. Safety Circles:**

- Present DVD video of Health, Safety, and Environment. *Myra Danos – In Work.*
- Eye Wash Stations should meet OSHA new standards with single handed bottles – no need to install drains.
- Educate the groups to advise them of evacuation procedures and account for all employees in designated areas per OSHA and city ordinances.
- Safety Circles to walk their areas to insure that we are meeting OSHA standards.

**TAESL – Chris Schulz / Leo Dominguez:**

- Safety Circle presented at Dave Campbell's staff meeting New Hire Employee Packets with contact numbers and other 'need to know' information. This would be an asset for the Base - *Leo Dominguez – Need Update*
- Pat Stewart thanked the group for their efforts
- Leo Dominguez proposed a list of Chemical Coordinators and coverage. A training course should be conducted for approximately 2 – 3 hours. Still need to get a list of coordinator names – *Pat Stewart - In Work*
- 7 Basics for Eagle Program list for next meeting – *Leo Dominguez – In Work*

**Warehouse - Larry Noble:**

- No Update

**Components / Structures - Kevin Haugh:**

- No Update

**Facilities Maintenance – Myra Danos / Jerry Davidson:**

- No Update

**Hangar – Carlene Propst / Curtis Lenton:**

- No Update

**Next JSC meeting: Tuesday, July 10 at 1300 in the TAESL Leadership Conference room.**

Submitted by,  
Troy Rhoads  
Chairman, Safety Committee  
TWU Local 567

TR: ts