

## Minutes of Meeting Boiler Safety Bureau Management

**Date/Time:** November 3, 2011 / 1:30 p.m.

**Location:** Old Revenue Building, 6<sup>th</sup> Floor Conference Room (B611)

**Attendees:** Cliff Dautrich, Greg Davis, Dean Strickland, Andy Frazier, Allison Jay

Assistant Bureau Chief – Jack Given is traveling for the National Board and plans to return to the office on Monday November 14. Cliff will be conducting an ASME audit at GE Hitachi November 14-16. Strickland will be working in the office on the 14th.

An extended certificate inspection is scheduled on January 30 at PCS Phosphate, Aurora, for Unit 7. Strickland will conduct the inspection.

Follow-up inspections conducted within 90 days are expected to be at 100% on November's report. There have been two vacant districts and as a result a backlog has developed. Inspectors and Supervisors are asked to plan work so that places of assembly, high pressure boilers, inspection requests and violation follow ups are given high priority.

An Order to Cease Operation letter was mailed to Delux Cleaners in Roxboro today. A similar letter will be mailed to Perry's Paint and Body Shop in Durham.

The Penalty process is being reviewed and should be revised in the near future.

Inspector Supervisor West Report – The inspectors were in training for one week and we still have two districts open. Overall October was a good month for the west.

Hutchens completed inspections at Iredell and Ashe County Schools.

Davis performed an extended certificate inspection at Progress Energy – Roxboro Plant. It was a good learning experience for Parker. The bureau confined space policy was implemented.

Sam has been doing a good job in his new territory.

The next Western Inspector Meeting is scheduled for November 29 in Winston Salem.

An audit is scheduled at Isometrics on November 30 and Gunto has been invited to attend for training.

Evaluations and performance logs have been reviewed. Signed interim evaluations should be submitted to the office on December 1.

We are waiting on paperwork that will release Case to return to full duty. He will need to concentrate on the new inspection requests.

Inspector Supervisor East Report – Harrell passed the National Board In-Service exam. He will begin training in the field with various inspectors for the first two weeks. Afterward he will be conducting supervised inspections. Training forms will be used as before. He also completed his annual safety training and the paperwork has been submitted to Jo Ann.

The future work numbers are up in District 5. Parker has been helping in this territory. Any assistance would be appreciated.

This has been a heavy year for the east. It seems to run in two year cycles.

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The new inspection requests are up.

Gunto has a heavy schedule for November.

Johnson was out for a week of training and a week of vacation during October.

A Menace to Public Safety tag was hung on the door of Perry's Paint and Body Shop in Durham.

Interim evaluations and performance logs are complete. The signed copy will be submitted to the office on December 1.

Strickland will be in the office on Tuesday, November 8 to sit on an interview panel.

Our next meeting is scheduled for Thursday, December 1 at 1:30 in the 6<sup>th</sup> floor conference room.

*The meeting adjourned at 1:55pm.*