

Minutes of Meeting Boiler Safety Bureau Management

Date/Time: April 6, 2011 / 1:30 p.m.

Location: Old Revenue Building, 6th Floor Conference Room (B611)

Attendees: Jack Given, Cliff Dautrich, Greg Davis, Dean Strickland and Andy Frazier

Jack presented John Kirkland with his North Carolina Commission #1602. He began work on his own on Thursday April 7. Congratulations.

Bureau Chief – April 11-14 Jack will be attending NB meeting in Columbus OH.

The draft of the Strategic Plan for FY 2011 to FY 2014 has just been approved. It will be released soon, the highlights are as follows:

The three operational measures are:

1. The inspection of all boilers and pressure vessels within 30 days of the expiration of certificates.
2. Follow up and closing of repairs within 90 days of their being identified.
3. The keying of all reports by the Processing Assistants within five days after receipt.

There are three Strategic Initiatives:

1. Development the software specification for the bureau data system.
2. Mobile real-time reporting of inspections. Replace the PDA with a PAD device.
3. Streamline Inspectors reporting with electronic entries and electronic reviews.

Policy 9, The Investigation and Reporting of Events, will be reviewed by all bureau personnel annually.

Assistant Bureau Chief – Cliff asked that extended violations and overdue objects be given priority when planning work.

There is approximately \$90M of unpaid fees due for certificate inspections. We are developing a process to utilize the Civil Penalty Procedure to enhance collection of these fees.

The ASME survey of our Authorized Inspection Program is scheduled for April 18-20. The corrective/preventative actions that were identified during our internal audit have been completed and a proposed manual revision is complete.

We have established a schedule for drafting, review and presentation of the final 2010-2011 Work Plans. All should be complete and submitted by June 2, 2011.

Inspector Supervisor West Report – Greg reported that Ray is back to work.

Outstanding work was done by Scott in managing his territory and helping to inspect objects in the Wilson County Schools. Scott has volunteered to help in Wake in April.

Greg also praised Andra for her outstanding status report. 0% of expired objects.

Bill is recuperating from an injury sustained on the job.

Greg will be doing a pre-audit review at Controls Southeast in April.

Sam and Greg did an extended certificate inspection at the Duke Belews Creek. Results were satisfactory.

Minutes of Meeting Boiler Safety Bureau Management

Inspector Supervisor East Report – Dean reported that Richard had the percentage of expired objects in his district down to 0.98.

John took and passed the state exam on April 6 and will be in the field on April 7.

Greg Sims had an outstanding month in March along with Andrew, Don, Dean and Richard.

Don has been training at GE in Wilmington as a backup ANI.

Cudos - To Bill Essick of Elevator for spotting a broken seal on a pressure relief valve on an amusement ride.

Our next meeting is scheduled for Thursday, June 2, 2011 at 1:30 in the 6th floor conference room.

The meeting adjourned at 2:30pm.