

Minutes of Meeting Boiler Safety Bureau Management

Date/Time: January 12, 2012 / 1:30 p.m.

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

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

Donald Kinney was introduced to Andy Frazier. He has been hired to fill the District 1 position.

Bureau Chief

The Chief will not attend the next NBIC meeting in San Diego.

The Chief will attend the Board of Trustees meeting on February 22nd and 23rd in Miami and a meeting of the American Insurance Association in Washington D.C. on March 28th and 29th.

The Chief has meetings scheduled with Andy Frazier on January 15th to review the Strategic Plan and on March 15th to review Work Plans.

Supervisors will discuss final work plans for 2011-2012 and do work planning for 2012-2013 at the same meeting.

The Boiler Safety Bureau will draft and implement a policy for use of the automatic electronic defibrillator(s) AED and Andrew Gunto will renew the CPR/AED training for supervisors and office personnel. It is important to note an AED cannot be used on someone who is:

- A. Under the age of 18
- B. Under 90 lbs. in weight
- C. Conscious
- D. Lying in or near water

The Chief asked supervisors to review the workplace violence brochure with all our employees and stressed we will not tolerate intimidation of field personnel and that field personnel need to report any violence to their supervisors.

Assistant Bureau Chief

An independent audit of our ASME program is scheduled for January 31 and February 1, 2012.

We have been issuing NC specials for fiberglass filter housings at PCS Phosphate. Cliff will audit the fabrication of 2 housings at a non-code shop the week of February 6th.

We have made an adjustment to the way we calibrate the QRAE atmospheric testers. Inspectors will bring their QRAE's to the bimonthly meetings where calibrations will be done. Bump tests will be done by the inspector prior to each use and can be done with calibration gas bottles that have exceeded the "best if used by date".

The Bureau has issued two "Cease Operation Orders". One owner has requested an Administrative Hearing to contest our order and the other did not respond. For the first we will be required to attend the hearing and for the second a follow up inspection is required to verify the status of the pressure retaining items.

We are going to split Corrective and Preventive actions into separate categories, one for the ASME Program and one for our various procedures and processes.

There has been an increased focus on getting insurance companies to clear violations on objects they insure, however there will still be a need for us to do follow up inspections for various reasons.

Inspector Supervisor West Report

Greg reported on the status of delinquent "New" inspection requests.

Ray Payne will be working in Rowan County and Greg Sims will be working in Iredell until the overdue inspections are reduced.

The next Western Inspectors Meeting will be on February 14th at the Charlotte OSH office.

The shop files for shops assigned to Greg are up to date. Monitoring reports for 2012 have been added.

Greg reported on a ride-along with Mark Hutchens and was complimentary about the thoroughness of his inspections and planning.

Inspector Supervisor East Report

Dean expressed his appreciation for the fact that Ray Payne, Greg Sims and Jerome Evers have been working in District 1.

Dean reported that Danny Harrell has working independently and that he is pleased with his progress as observed in his documentation and on a recent ride-along.

Don Kinney will attend the In-service Commission School that begins on February 13th.

Dean and John Kirkland have an internal inspection on January 30th for an extended certificate for SA-7 at PCS Phosphate.

Other The inspectors are reminded that they can return their spent print cartridges to the office for recycling.

The next BSB meeting is on February 2, 2012.

The meeting adjourned at 2:30pm