Boiler and Pressure Vessel Bureau

4th Quarter and End-of-FY 2016-2017 Performance Review

6th floor CR, Old Revenue Building

July 18, 2017 at 10:00 AM

Attendees: Art Britt, Phil Hooper, Cliff Dautrich, and Jack Brinson

Absent: Don Kinney

Scribe: Charity Locklear

**Reviewed Boiler’s 4th Quarter and FY 2016-2017 End-of-Year Performance Review Charts and**

**FY 2016/2017 End-of-Year Performance Report.**

FY

**Strategic Plan Objectives**

All objectives were met for FY 2016-2017.

* 1. **Combined State and Insurance inspection backlog of items due 30 days after certificate of inspection expiration.**
* Standard for Backlog is: ≤ 1.50%
* Final FY Actual: 1.40%

* 1. **State inspection backlog of items due 30 days after certificate of inspection expiration.**
* Standard for State Backlog is: ≤ 0.90 %
* Final FY Actual: 0.37%

The State’s inspection backlog percentage is great. Cliff hasn’t seen the percentage that low in years.

**1.3 % of follow-up inspections of pressure retaining equipment for which violations were identified**

 **by State inspectors.**

* Standard for follow-up inspections within 90 days is ≥ 95% within 90 days.
* Final FY Actual: 95%

**1.4 Develop a program to increase public awareness of the dangers associated with the operation**

 **of pressure retaining equipment and the inspection requirements of Chapter 95, Article 7A.**

* Standard – Program developed to communicate in written and electronic form.
* Don’s completed his public awareness program project by developing a Cool jobs video. John Kirkland, boiler inspector, discussed inspecting pressure vessels, boilers, hot water heaters while he was doing an inspection.

Objective 1.4 will be replaced for the upcoming 2017-2018 FY. The new objective will be to develop a procedure to increase uniform compliance of our Law and Rules, specifically aged violations. An element of that procedure will be to assess penalties for non-compliance regarding safety violations.

**1.5 Conduct training for inspection staff. Include in-service and new construction related curriculum.**

* Standard – Conduct training twice a year in Spring and Fall.
* FY Actual 2 completed.
* August 1-4, 2016 – Completed Fall training.
* March 8-9, 2017 – Completed Training Spring training.

**2.1 Input of hard copy inspection reports into the data system.**

* Standard - ≤ 5 days
* FY Actual 100%
* Target completion date June 30, 2018.

Objective 2.1 will be replaced with creating more user friendly electronic forms for the bureau. Example: Permission form for overnight stay. (The new objective is going to replace the objective regarding the input of hard copy inspection reports. The use of hard copy reports has declined the last several years.)

**3.1 Conduct bureau S&H committee meetings.**

* Standard – At least quarterly.
	+ FY Actual 4:
		- 9/7/16
		- 12/8/16
		- 3/15/17
		- 6/15/17

 **3.2 Site inspections are conducted of Bureau controlled spaces in accordance with the S&H Policies**

 **using appropriate reporting forms.**

* Standard – At least quarterly.
	+ FY Actual 4:
		- 9/7/16
		- 12/8/16
		- 3/15/17
		- 6/15/17

**3.3 S&H Policy 9 required safety training is reviewed with supervisors and staff.**

* Standard - Annually.
	+ FY Actual:
		- June 7-8, 2017 (Field)
		- April 19, 2017 (Office)

**3.4 Follow prescribed procedures for investigating and reporting injuries occupational illnesses,**

 **violence or criminal activity.**

* Standard – Investigate and report as required by policy.
	+ FYTD Actual:
		- No Accidents/incidents.

**Reviewed Fourth Quarter Performance Charts at the End-of-Year 2016-2017**

**Combined Inspection Backlog >30 Days**

The blue bar graph line reflects combined inspection backlog >30 days. State and insurance companies remain below target for fourth quarter the end-of-FY 2016-2017.

**State Inspection Backlog >30 Days**

State inspection backlog >30 days is well below target for the fourth quarter at the End-of-FY 2016-2017. The State inspection backlog has gone way down over the past 2 years.

Greg Davis has been shuffling inspectors around in Mecklenburg County to get backlog down. Greg Sims has been doing inspections in his area along with helping inspect objects in Mecklenburg County.

**The Percent of State Violations with Follow Up Inspections Conducted Within 90 Days**

95% of follow-up inspections for have been completed for the fourth quarter at the End-of-FY 2016-2017. The blue bar graph line reflect the state inspectors. They are doing great with follow up inspections. Phil – Is chart cumulative for the whole year? Cliff – Yes, so to speak. It is hard to track this objective because the window moves. Boiler looks at 60-90 days with no follow up. The office staff manually go through to see if there are any open follow ups to be done.

**Inspector Statistics Through the Fourth Quarter 16/17**

Cliff – Inspector statistics look great overall for the fourth quarter at the End-of-FY 2016-2017. Phil – follow up on Greg Sim’s number of follow up inspections conducted within 90 Days. Cliff is going to follow up with JoAnn on the calculations.

**Insurance Inspection Statistics Through the Fourth Quarter 16/17**

Total number of all Insurance objects to be inspected is 62,296 and the percentage of objects expired for the total number of objects for the fourth quarter at the End-of-FY 2016-2017 is 1.86%.

**BSB Registered Objects July 1, 2007 – June 30, 2017**

State and insurance combined registered objects are trending up for the fourth quarter and at the End-of-FY 2016-2017. The State and insurance objects are trending up from 2 years ago.

**New Objects Registered in North Carolina (All new objects inspected by BSB)**

There are 6052 new objects registered in the State at the End-of-FY 2016/2017. New objects registered FY 16/17 has increased over the past 2 FYs. Totals for FY15/16 = 5266 and FY14/15 = 4743. Phil – Do you have a chart that shows objects removed from service? Cliff – Yes, but it isn’t in these charts. State inspectors do all of the initial new object inspections and the number of new objects are on the incline. Phil – Schools can change the number of State inspections. Cliff – Yes, schools changing from insurance to State inspections contributes to most all of the changes for State inspection number of objects to be inspected.

**Shop Activity and Income Through the Fourth Quarter 2016/2017 and End-of-FY 2016/2017**

4TH Quarter FY16/17 total income for shop activity is $184,504 and Total visits made: 397. Shops pay for shop activities including audits.

* Ristoflex is a Canadian Company that requires inspections of the manufacturing of parts.
* Control SE – The State no longer does the shop work for Control SE an insurance company does.

**Audits and Reviews for 4th Quarter FY 16/17**

R Stamp Reviews – 5 Total. Total Income: $3,388

Audits – 23 Total. Total Income: $19,318.

**Boiler Safety Bureau Income and Expenses**

Cliff 1310 Boiler Expenditure Report (06/17) – Bottom line $524.32. Jack Brinson – Receipts go down in June and increase in July once the carry forward is officially approved.

**General Information**

Ray Payne is officially out on short term disability.

Boiler went through the hiring process internationally for a new inspector position. Three people applied that had commissions, but none of them would accept at the starting salary. So, Boiler increased the starting salaries and put in PAR’s for in-range adjustments for the current Boiler inspector staff.

All training is scheduled for all employees week will be done at the UL in Durham. Phil – Will all of the training be about high pressure boilers? Cliff – Yes. Phil – Plans to attend the 2 days. Cliff – The Commissioner has already been notified.

Cliff has accepted the offer of being the Chairman of the Peer Review Board for the National Board for 3 years. The Peer Review Board holds review hearings for inspectors and supervisors that may lose their commissions due to something they did. The review board consists of an attorney for the National Board and three Members (Chief Inspectors).

**Incidents**

Five incidents were investigated this year and 1 fatality at North Carolina State University.

**Survey Card**

Survey comments were passed and reviewed. All of the State comments were good. One insurance inspection comment was made about an insurance inspector being 40 minutes late.

**Budget**

Jack – The Budget Bureau is now fully staffed. Seven of the five staff members can take credit card payments. Phil – How is the phone coverage at Budget? Jack – Jackie takes Boiler payments. If Jackie’s line doesn’t answer the phone rolls over to Beth. Jack provided Budget’s staff work schedule.

Jack – Looking at Boiler’s: FY 16/17 were down and expenses higher than FY 15/16. Overall Boiler’s budget is stable.

Jack met with Enterprise Fleet. Jack provided data through April to them. They are going to get back in touch with Jack to see if they can assist the department by giving another option for rentals. Phil – Enterprise rental are cheaper for daily rentals than Motor Fleet rentals. Cliff – You have to turn in the Fleet rental cars for maintenance. Enterprise provides newer cars. Motor Fleet sells cars after they have reached around 40,000 miles. S&I has turned in quite a few of old cars to Motor Fleet.

There is GPS on Enterprise cars and on the newer State cars.

Cliff – Greg Davis’ car was broke into in Charlotte and the person only stole a laptop. An incident report was taken. Motor Fleet Travelers was notified that a laptop was stolen. Phil – Did the incident get reported to the SBI? Cliff – No. Phil – Get in contact with Jill Cramer in Legal to place a stolen laptop incident report. State property that is stolen has to be reported to the SBI.

Next Boiler Quarterly Performance Review meeting will be held October 24, 2017 at 10:00 A.M. in the 6th floor CR, ORB.