

**Boiler
Performance Review Meeting
January 23, 2013 at 10:00**

Minutes

Attending: Andy Frazier, Jack Given, Cliff Dautrich, & Allison Jay

Scribe: Allison Jay

Charts reviewed are for December 2012 and will be posted on the Intranet.

Performance Report

The Performance Report shows we are currently in the red with a negative balance of \$ 24,778. Holidays in December explain part of the shortfall. Training was another contributor. Shop reviews helped the revenue. Monies receipted in the NC Accounting System totaled \$149,360. Our expenditures totaled \$174,138.

The total of available time worked was 63.6%. Considering the amount of time that was worked, the bureau performed well. December shows 221 internal inspections and 2741 external inspections. Insurance companies are slow as well. One hundred fifty four violations were written, 144 follow-up inspections were performed and eight special inspections occurred. Special inspections are usually billed at \$85 per hour. There were 56 half day inspections and prospect inspections totaled 138.

The fiscal year began with 91,554 active objects. As of December, that total was reduced to 91,365. These totals include 362 new objects added and 182 objects marked inactive.

Cliff explained our current prospecting system, stating that inspectors stop at locations that may have equipment subject to the law. Inspectors prospect when their schedule allows. Office staff will do research in the inspector's territory and send them a specific listing of businesses to visit. Burn centers have pressure vessels for human occupancy (PVHO). These vessels are subject to inspection. Also, we gather information from the DMV website and the Brewers Association. Jack added that Tina Morris-Anderson's monthly Research Notes provide useful information.

A furnace explosion at Oak Grove Moravian Church was investigated by Richard Parker. The incident occurred December 5. There appeared to be little damage to the furnace, no damage to the surrounding area, and no injuries. Ray Payne investigated an incident that took place on December 31 at Embassy Suites in Charlotte. There were no injuries.

Productivity Recap

Eleven of the 14 inspectors noted in prospect inspections during December for a total of 138. The inspection schedule for each inspector dictates the amount of prospecting they will be able to accomplish.

Work Projection

February is projected to be a busy month.

Global Status Recap

State inspected objects with expired certificates are at 0.67%. Objects with insurance coverage are at 1.27% with expired certificate. Combined total of expired objects for state and insurance companies is 1.04%.

Violation Follow-up

Western inspectors show a 99% rate on follow-up inspections within 90 days. Eastern inspectors show a 92% rate on follow-up inspections within 90 days. The holidays probably played a part in delaying these inspections. The numbers should improve for January.

Cliff sent e-mails to five insurance companies reminding them about the number of overdue follow-up inspections. Our biggest concern in this area of the inspection process is high pressure boilers.

A/R Aging Report

Past due receivables was reduced by \$6373.

Survey Comments

Davis conducted a field audit based on a survey card we received. The situation was a misunderstanding about the equipment at the location. Davis spoke with the inspector and he understood the problem.

Other

Evers plans to retire August 1, 2013.

Parker attended New Construction Commission and Authorized Inspector Course in Columbus, Ohio earlier this month. He passed the 'A' endorsement exam, which was given immediately following the course.

We have picked up a new shop, Southern Industrial Constructors, in Wilmington. Evers is the primary inspector and Kidd is the back-up.

The new procedure on penalties should be completed and implemented within two weeks. The office staff will send information about objects without valid certificates to the inspectors. The inspectors will verify that the equipment is operating and notify the office. Penalties will be sent out. Andy would like a simpler method that doesn't cost us more money to collect what is due. We don't operate like other bureaus, so Jack will talk with our legal council to find out what can be done.

Jack stated that Baker does a great job collecting monies owed to the bureau. However, Jack would like to use a collection agency and the Attorney General's office on a more regular basis for collecting overdue receivables and penalties.

We will probably have an AIA audit this year that will be conducted by ASME. There will be fees involved.

Adjourn: 10:40