

Minutes of Meeting
Boiler Safety Bureau Management

Date/Time: July 10, 2014 / 1:00 p.m.

Location: Old Revenue Building, 5th Floor Conference Room

Attendees: Cliff Dautrich, Don Kinney, Greg Davis, Dean Strickland, and Allison Jay

Cliff opened the meeting by explaining that the focus of these meetings will be on the inspectors and inspections. Production by the field staff is the determining information for performance of the bureau.

Inspector Supervisor West Report – Parker’s area shows a new inspection item that is greater than 60 days. The object has not been installed and is scheduled for installation during August. Parker has completed the required training to obtain his “A” endorsement.

Snuffer has two new inspection requests over 60 days, but neither has been installed. There is an open violation greater than 90 days. An extension was granted, but it still shows in the follow-up column of the Combined Inspector Status Report.

There are two new inspection requests greater than 90 days in Hutchens’ territory. The locations are Morganton and Conley Springs. Neither of these objects has been installed.

There is a new object in Sims’ territory that is greater than 60 days, but as of today it hasn’t arrived on the construction site.

Payne has been inspecting historical boilers at Denton Farm Park. Most of the repairs have been completed. One locomotive boiler has four stay bolts in the mud leg that are leaking. Payne left the welding coupons and the welding procedure specifications (WPS) with the welder and told him to call when they were ready to qualify.

Case is back at work and pushing to get his territory up to par. Bailey is helping in Richmond and Scotland counties.

Thompson Brothers and Tri-City Mechanical received recommendations to renew their “R” Symbol Stamp.

Davis performed in-service inspector audits on Parker and Sims. There was one finding. Davis rode with Sims. Everything was satisfactory.

Inspector Supervisor East Report – Bailey is on vacation this week. He will be following up on the violations that are past the 90 day mark before the end of the month.

Johnson has two open violations greater than 90 days. These objects are at Forest Wood Products. The chief issued a letter denying the certificates.

The violations past 90 days for Harrell should be 1. Amanda spoke with Jo Ann and it has been corrected on the report.

Kidd has followed up on violations in his territory. These violations should be completed by August.

Strickland and Kinney performed internal and external inspections at Southern States Chemical in Wilmington as part of the extended certification process. The report from TCI, Inc. hasn't arrived. An internal inspection with a violation was entered into JO. The repair cleared and a certificate was issued. Cliff stated that a written procedure for extended certificates should be in place. Writing the procedure will be a joint effort with Cliff, Don and the field supervisors. Cliff asked that a separate file for extended certificates be kept and a spreadsheet be maintained.

Strickland performed field visits with Gunto, Kirkland and Kinney.

Temporary coverage for District One will be
Hoke, Lee, Moore – Kinney
Bladen, Columbus, Robeson – Bailey
Brunswick, New Hanover – Kirkland
Harnett – Harrell

Priority will be the inspector's territory, then the temporary area's internals, followed by the temporary area's external inspections.

Assistant Bureau Chief – Don will be on vacation Friday. He will be in Roxboro next week. Don will be attending "N" School the week of August 11. Don has registered for the October 14 Ethics Training. Don will be contacting Alberta Hall in H/R to register for the Advanced Management Training.

Bureau Chief – The new Assistant Bureau Chief, Don Kinney, will be deviating from the current position description. Don will be in the field on a regular basis. Don will be attending every audit and review possible. He will be running the ASME Quality Program. Don will be involved in posting the inspector positions. Don will also be working on the Historical Boiler Safety Program. He will be reviewing the Used Boiler and Pressure Vessel Requests as well as reviewing and maintaining our procedures.

The Wilmington position posted today and will close on August 4.

We will be replacing the field staff computers, but not all at one time. Our budget and strategic plan dictate that computers are replaced on a rotation basis – eight in the office, eight in the field and again, eight in the field. The field computers will be distributed based on the greatest need.

Supervisors need to inspect the RAE monitors and the UT meters. These will probably be replaced a few at the time.

There will be an inspector meeting before the end of the year. Both the east and the west should have at least one tailgate meeting prior to the end of the calendar year. They should be staggered so that Don will be able to attend. The RAE monitors and UT meters should be calibrated at these tailgate meetings.

There will probably be some changes to our current forms and reports. We really want the information that we report to be meaningful.

We don't have funding for training, so it is best to prioritize.

Don Kinney and Cliff were at Denton Farm Park for the Threshers Reunion. They were able to speak with Brown Loflin and witness some of the historic equipment in operation.

Cliff would like to hear ideas to improve the numbers reflected in the State Violations Without a 90-day Follow-up column. How do we get each inspector to 100% follow-up of violations? Currently, the processing assistants run a violation report based on a specific window of time and then each individual item is scrutinized. This gathered information is provided to Jo Ann for her report.

Cliff will continue to supervise the office staff.

Meeting adjourned at 2:10.

The next BSB Management meeting is scheduled for October 2, 2014 at 1:30 in the 6th floor conference room.