

Elevator and Amusement Device Bureau  
1<sup>st</sup> Quarter Performance Review  
6th floor CR, Old Revenue Building  
November 30, 2017 at 10:00 AM

Attendees: Phil Hooper, Tom Chambers, Tommy Petty  
Absent: Art Britt  
Scribe: Charity Locklear

**Reviewed Elevator and Amusement Device's 1<sup>st</sup> Quarter Performance Review Charts.**

**Note: Charts and Minutes are posted on the NCDOL Intranet.**

**Elevator Bureau Performance Report**

All Goals and Performance Objectives have been met.

**Except:**

**1.1 - # of inspectors with no routine elevator inspections older than 60 days of the date of the annual inspection.**

- Standard is: 35  
✚ Actual YTD 14.

**In Progress:**

**1.2 - # of safety meetings with each traveling amusement company with 15 or more rides at a single location.**

- Standard is: At least 1.  
✚ Actual YTD 100%.  
✚ Required: July (0), August (0), September (1).

**1.3 - # operational checks with each traveling amusement company with 15 or more rides that play 4 or more days at a single location.**

- Standard is: At least 1  
✚ Actual YTD 100%.  
✚ Required: July (0), August (0), September (1).

**1.6 – Provide information to amusement companies and the public on amusement device inspection findings.**

- Standard: Annual reports on violations by company.  
✚ Done by request at NCAOAF meeting each January.

**2.3 – Safety and Health Policy 9 is reviewed with supervisors and staff.**

- Standard: Annually  
✚ Will be complete on the 2<sup>nd</sup> Quarter Performance Review.

**Division/Bureau:** S&I/Elevator & Amusement Device Bureau  
**Form Name:** Quarterly Performance Review Meeting  
**Date Revised:** 11/30/2017  
**Document Owner:** Charity Locklear

Mecklenburg County currently has two vacant positions; however, Two new inspectors will be starting on January 2, 2018. One in Charlotte, Mecklenburg County, Western Area B. and the other one will be located in the far Western part of the State in Western A.

Elevator has to post for Sam's old position. Currently, two people are interested in Sam's old position.

Phil – How are you being successful in finding applicants for elevator inspector positions? Tom – Elevator posts positions out-of-state and that has been very helpful in finding candidates. However, finding hiring pools from out-of-state just depends on how well other States growth.

After hiring for the 3 open vacancies, Elevator would like to advertise for a Wake County Elevator Inspection position.

There is a person that is retiring from the elevator trade and is interested in working for Elevator as an inspector in New Bern.

Four inspectors may retire in 2018

One inspector is out on medical leave.

#### **Elevator Bureau – Monthly Activity Report (FY/PY 2017-2018)**

New inspections are down. Phil – Is it because of the time of year? Tommy – Yes.

Amusement Device Inspections – Elevator inspected 1,617 amusement devices during the 1<sup>st</sup> Quarter. Phil will get the Thank You letter sent to Commissioner Berry from Donny Harrison, Sheriff of Wake County, and give it to Tom.

**Location Notice** – Location Notices will pick up first of the year.

**Routine Inspections** – Routines are down a little.

**Rollovers** – Mostly trained inspectors take care of rollovers. A senior elevator inspector without a database fills in to areas to do rollovers and inspections. Mecklenburg County has two vacant positions. Randal has spoken to Sam about rollovers in his area.

#### **Wind Turbines**

Once all of the wind turbines are certified, elevator may change the inspections to number of hours in use or 5 years with reserving the right to come back in 1 year to inspect and every other year to inspect ropes and trip meter.

#### **Accidents**

Reviewed accidents for the 1<sup>st</sup> Quarter. Phil – Does the accidents include amusement device accidents? Amusement accidents in Madison and Greensboro are this accident report. Tom – Will have Emily add amusement devices to this report.

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**Annual Inspector Training**

All of the inspectors liked the annual training. They would like to get the additional day of training back since this year's training time was shorter. Also, inspectors would like to have amusement device training included in next year's annual training.

**Surveys**

The last Elevator survey was received August 22, 2017.

Next Elevator and Amusement Device Quarterly Performance Review meeting will be on January 26, 2018 at 10:00 A.M., 6<sup>th</sup> floor CR, ORB.