Safety and Security Committee

August 21, 2012
10:30 – 12:30
FL0 2512

| X | ACD       | Peter Harley | Spark       | Natalie Ponsford |
| X | CGD       | Justin Small | X NCAR DIR  | Matthew Ramey    |
| X | CISL      | Joan Fisher  | X RAL       | Inger Barron     |
|   | CISL NWSC | Jeremy Vaughan| SaSS      | Steve Sadler     |
| X | EOL       | Rich Erickson| X SaSS     | Elizabeth Kriete |
| X | EOL RAF   | Randy Klotz  | X SaSS     | Milenda Powers   |
| X | FA        | Kelly Box    | X SaSS     | Anna Vasilyeva   |
| X | FA FMS    | Dave Maddy   | X SaSS     | Bob Wiley        |
| X | FA HR     | Cyd Perrone  | X SaSS     | Chase Vaccarelli |
| X | HAO       | Don Kolinski | X Security | Dee Davidson     |
| X | MMM       | Aaron Bansemer| UCP       | Ligea Ruff      |
| X | Guest     | Matt Krell, A.J. Gallagher | UCP COMET | Hildy Kane       |

Menu: Assorted Deli Cold Cuts & Cheeses; Bread Basket w/ Gluten Free Breads; Lettuce, Tomato, Onion, Pickle platter; Fresh Fruit Salad; Red Velvet Cake; Cold Beverages

1. Building inspection
2. Facilities update
   a. Forestry work at ML will continue through September. Starting next week the WOR connecting trail will be closed M-F 7-4:30 for about a month. The weather trail will be open
   b. FL-A has new occupants
   c. FL4 is now reoccupied
   d. RAF we are expecting work to begin on the hanger this month
   e. CG1 the expansion joint retrofit has been started. CG1 upper parking garage is closed. The north entrance to the CG1 lobby storefront will begin soon. There will be no access through that door from the time work begins.
   f. FL- Nothing new
3. Old Business:
   a. Review and approve last meeting minutes
   b. Submit inspection corrections
      i. Don’t forget to submit you inspection correction to Anna so she can change the status.
   c. Safety Committee Risk Identification and Ranking Matrix update – no action yet
4. Round Table:
   a. What did you find during inspection?
   b. What’s going on in your division?
Don Kolinski & Kelly Box: *FL2 floor 3*, only found 1 item.

Rich Erickson: I missed the inspection part of the meeting. I was out at Marshall. My office passed inspection. EOL is working on the hyper cloud radar. We've pushed out the date for getting it on the aircraft. Lots of work going on at Marshall, cleaning up and doing maintenance on the S-poll.

Randy Klotz & Anna Vasilyeva: *FL1 basement and 1st floor*, found some problems, daisy chains, and one space heater. We found a lot of power switch boxes blocked and are not sure if they need to be kept clear. At EOL RAF the C130 will be pulled out for the air show. It will be a static display on the street east end of the airport.

Dee Davidson & Aaron Bansemer: *FL1 2nd floor south* found only a space heater the failed inspection.

Cyd Perrone & Justin Small: *FL3 2nd floor*, Found some clutter. That person tracked us down and showed us that he tidied his office. Found one space heater and one ceiling tile that needed to be replaced and some stacks of boxes. HR we have glass in our doors and a lock that needs to be fixed because it is locking us in. They are working it.

Dave Maddy & Inger Barron: *basement and ground floor of fl2*, We found lots of space heaters and need to revisit under stair storage at the reception desk.

Matthew Ramey: *FL3 first floor and basement*, everything passed looked good.

Bob Wiley and Matt Krell: *Fl1 2nd floor North*, We found lots clutter, and ceiling tile missing. We only finished about half of the assigned inspections. RAF is going to have AED training. It’s hearing program time, those that participate will be notified soon. We will try to schedule a month in advance.

Joan Fisher: *FL2 2nd floor*, I found dirty dishes and clutter. There was one lab I couldn’t access. CISL is still trying to finish the super computers install.

Peter Harley: *FL3 3rd floor*, I got through 2/3 of the assigned space. I found some clutter and some daisy chained cords. There was nothing plugged into them. ACD just coming back from a field project.

Milenda Powers: There is lots of regular safety stuff going on. Priority now is reengineering our laser inventory and procedures. We will also be conducting laser training and set up physical exams for those that need them.

Justin Small: There were some questions about how we communicated air quality to the staff at ML. A person wanted more quantitative information so they could better decide if it was okay for them to come to work after the Flagstaff fire. The conclusion is that we could use NOAA information as surrogate data. The goal is to provide adequate information for people to manage their own health.
Matt Krell: As we walked through a kitchen area I noticed the outlet were not GIF’s and thought they should be. (Dave Maddy says that was not a requirement when the building was built, we’d upgrade when remodels occur.)

5. New Business:
   a. Incident Command
      i. Milenda gave a presentation on the structure of an incident and who and how decisions are made.

Next Meeting Date: September 18, 2012
10:30 – 12:30
FL0 2512
*Inspection of FL 0,4,A*