

**STATE OF OHIO
ADJUTANT GENERAL'S DEPARTMENT
2825 West Dublin Granville Road
Columbus, Ohio 43235-2789**

AGOH-HRO

15 February 2011

MEMORANDUM FOR RECORD

SUBJECT: Minutes, Maintenance Facilities Safety Sub-Working Group

1. Reference meeting 8 February 2011.
2. Attendance: COL McHenry (CoS), LTC Mikula (Safety), LTC Caldwell (FM), Major Randel Rogers (CSMS) Mr. Justin Wille (Union Rep), Kathy Gulla (HRO).
3. COL McHenry would like the results of the SMWG to be briefed at IMQIB by LTC Mikula from this point forward.
4. Review of priority RAC abatement tracking.
 - (a) Lt. Col Steve is out looking at the ventilation systems and taking readings at various shops It is anticipated she will be done with these readings by 9 February and begin calculations to determine if ventilation is sufficient in each location. Any areas where standards are not being met will be addressed.
 - (b) The roof is on in Akron and should be coded green on RAC chart.
 - (c) The weapons rack at the McConnellsville armory was fixed. First by un-stacking the rack and then by reinforcing it to the wall with brackets. An exit sign has been ordered for the boiler room and will be installed by the end of the week.
 - (d) The carpentry shop has the materials for the new railing and that should be fabricated and installed within a few weeks. The danger has been mitigated by requiring employees to take breaks in front of the building.
 - (e) The electrical switch by the sink at AASF#2 will get an "outdoor" switch so it will be watertight. Hoping to have this complete by March meeting.
 - (f) An "inspector" column has been added to the RAC abatement chart to give visibility on who has been assigned and will be tracking a particular issue.

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- (g) A shower curtain has been installed between the eyewash station and the electrical panel at CSMS. This will mitigate any danger until a more permanent fix can be arranged.
- 5. CSMS has some broken asbestos tiles. A quote has been obtained to pull out the cracked tiles and then polyurethane the entire floor to prevent any additional damage to the floor. Employees will be moving out of this facility so a short-term, less expensive fix is all that is necessary.
- 6. Crane inspections are completed. Some repairs are needed. John Siles will prioritize the repairs with contractors.
- 7. PRIDE training is scheduled for April. The maintenance supervisors will be responsible for all entries into the system. Guidelines will be published as soon as possible after training has been completed.
- 8. The next meeting is scheduled for 9 March 2011.

Kathy Gulla, Labor Relations Specialist
Human Resources Office