

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

AGOH-HRO

5 May 2011

MEMORANDUM FOR RECORD

SUBJECT: Minutes, Maintenance Facilities Safety Sub-Working Group

1. Reference meeting 12 April 2011.
2. Attendance: COL Tansill (CoS), LTC Mikula (Safety), LTC Caldwell (FM), Mr. Jeffery Tanner (AFGE Local 3970 President), Mr. Justin Wille (Union Rep), Mr. Mike Dohrman (Union Rep), Kathy Gulla (HRO).
3. There were no changes to the meeting minutes for the 10 March 2011 meeting.
4. CSMS report was reviewed. Fourteen issues are closed. Nine issues are being worked and most have a contract for repair in place. Sixteen issues are still in progress. The Bay 4 door gearing is "worn out". A contract has been cut for its repair.
5. Review of priority RAC abatement tracking.
 - (a) The ventilation issues continue to be worked.
 - (b) The issue with the doors at Lorain has been corrected.
 - (c) A few of the JFHQ junction boxes are missing parts or covers. All parts have been ordered and will be fixed.
 - (d) Xenia – Outside walls suffered ice damage over the winter and as a result are bowing outward. The area is cordoned off with caution tape and the issue has been fast tracked with engineering for a solution. An A&E report is expected within 30 days then repairs will be contracted .
 - (e) Med Det - was inspected and one exit sign was found to be not visible. DSCC will contract and fix.

(f) CSMS - electrical panel has been moved away from the eyewash station. There is a CO2 detector in the area however it is low voltage and does not present a safety threat. The garage doors are being rewired to require someone to stand and lower door. The union stated that a couple of doors have not been rewired with this requirement.

(g) UTES – Metal is on site to close the hole after a new exit door is installed. The panel box gate is being left open for access.

(h) Carpentry – The handrail is ready for installation. MAJ Rogers is working this project.

(i) Revenna – a courtesy inspection has been completing. Efforts are underway to fix both RAC issues.

6. A flow chart has been developed that outlines communication pathways between Surface Maintenance and the Safety Office. Supervisor's will report issues and be responsible for all job orders to maintain a point of contact.
7. The RAC chart will be posted on the Safety Web page and updated as needed. A column will be added to the RAC chart to give a point of contact on each issue so that repairs can be confirmed before an issue is removed from the chart.
8. The next meeting is scheduled for 14 June 2011.

Kathy Gulla, Labor Relations Specialist
Human Resources Office