

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

AGOH-HRO

28 June 2011

MEMORANDUM FOR RECORD

SUBJECT: Minutes, Maintenance Facilities Safety Sub-Working Group

1. Reference meeting 23 June 2011.
2. Attendance: COL Tansill (CoS), LTC Mikula (Safety), LTC Wirth (Surf Maintenance), LTC Steve (Industrial Hygiene), 1LT Vicario (Environmental), Mr. Celia (facilities), Mr. Randy Fitzer (NGB IH), Kathy Gulla (HRO).
3. There were no changes to the meeting minutes for the 18 May 2011 meeting.
4. Review of priority RAC abatement tracking.
 - (a) LTC Steve presented a report which summarized surveys on the ventilation systems within the shops. The reports include a drawing for each shop inspected and the location of each ventilation system. Also, included in the report are the heavy metal findings which, for the most part, are cleaning issues in the shops. Mr. Fitzer from the National Guard Bureau, Industrial Hygiene division joined LTC Steve for her inspection at FMS13. He outlined a few safety concerns with the shop including the need to move the safety lane at least 3 feet from the most outwardly point along the shop wall, a shower installed too close to a 220 line, and ventilation hoses that may not reach to where they are needed on certain vehicles.

A list of these issues will be provided to the contractor prior to accepting the building.
 - (b) Handrails in the carpentry shop are installed
 - (c) Xenia – Repairs to outside walls have a completion date 30 June 2011
 - (e) DSCC – LTC Mikula is working with DSCC safety to move the exit sign.
 - (f) CSMS – A contract has been negotiated to fix the garage doors with a completion date of 15 July, 2011. Melted batteries in the backup power system will be replaced by 30 July, 2011. Next year funds will be devoted to a back-up generator for that building so the battery system will no longer be needed.

The contractor did not order the proper protective grates for the lighting along Main Street at the CSMS. The grates were returned and a new order is in progress.

(g) UTES – all issues have been resolved

8. The next meeting is scheduled for 12 July 2011.

Kathy Gulla, Labor Relations Specialist
Human Resources Office