



An Association of Professional Maritime Corporations

American Maritime Modernization Association, Inc.

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Subject: AMMA Safety Committee Monthly Meeting held @ 11:00 am on Wednesday, 20 February, 2013. Meeting called to order at 11:00 am.

Location: QED Systems, Inc., 4646 N. Witchduck Road, Virginia Beach, VA 23455

A. Opening Administrative Remarks and Attendee Introductions:

| | |
|-----------------|-----------------------|
| Shawn Barnes | Phoenix Group |
| William Clanton | GG Sharp |
| Fred Cobbin | Amee Bay |
| Tom Craddock | Delphinus Engineering |
| DeWitt Davis | Marine Consultants |
| Wally Finn | Epsilon Systems |
| Wes Foy | Valkyrie Enterprises |
| Jolean Halford | QED |
| Otto Hylton | AMSEC |
| Robert Rheel | GG Sharp |
| Ryan Soles | Main Industries |

B. Old Business from:

- 16 January, 2013 Meeting Minutes were reviewed and approved after correcting two minor typos.

C. Topics for Discussion

- OSHA has several good publications on the Hazard Communication Standard and the new Global Harmonization System requirements. OSHA QuickCards and a Fact Sheet are attached.
- February 14, 2013 VSRA Safety Meeting Highlights.
 - i. The VSRA online safety orientation program has been revised and is now available.
 - ii. The VSRA Board has approved the creation of a Safety Professional Education Program. A subcommittee is working with TCC on curriculum development.
 - iii. The annual Safety & Health Seminar will be held in October (exact date TBD). Free admissions are being offered for topic suggestions, speaker referrals, and sponsor leads.
 - iv. There continues to be a lot of safety scrutiny stemming from the USS Miami fire in May 2012. The CNRMC is leaning on the Regional Maintenance Centers to step up inspections and enforce regulations.
 - v. There was a “field trip” to AMSEC in November that was well-received. The Safety Committee is considering more “field trips” in 2013.

D. New Business

- Mr. DeWitt Davis provided more techniques on how to conduct the OSHA 10-hour course.
- Mr. Davis told the group that he was audited by West Virginia University’s Safety & Health Extension Service in January. He needed to provide the following for all classes he taught in 2012:
 - i. Sign-in Sheets
 - ii. List of Students
 - iii. List of Topics
 - iv. Matching up cards with students
 - v. Topic outline with exact times of topics and breaks
 - vi. Credentials of additional trainers, if used.

Mr. Davis was able to produce evidence of all the above, but until the audit is complete, he needs to provide two weeks’ advance notice for all classes he intends to teach. We appreciated Mr. Davis sharing this information and giving the rest of us a “heads up.”

- Another OSHA authorized instructor requested permission to conduct a class via videoconference and that request was denied by OSHA.
- Although it was not discussed during the meeting, OSHA has updated their Outreach Training Program Requirements (February 2013). Here is the link:
http://www.osha.gov/dte/outreach/program_requirements.pdf

E. Open Discussion

- Any recent near misses or accidents that people would like to share with the group?

| Topic | Lessons Learned |
|---|---|
| An employee received a minor shock (felt a tingle) from a battle lantern support while climbing out of an access trunk. Battle Lantern Cover was removed and repositioned to allow maintenance, battery removed. Ships force checked the circuit, no power was evident, shock determined to be discharge of static electricity. | <ul style="list-style-type: none">• Be cautious of surroundings during various stages of ship repair. In winter be cautious of the potential of build-up of static electricity. |
| An abatement company brought a gasoline-powered generator onboard the USS Lincoln and the Naval Base threw the company off the base. | <ul style="list-style-type: none">• Generators should be diesel-powered and verify all permits are approved prior to bringing on government facility.. |

Next Regular Meeting: The next safety committee meeting will be held on **Wednesday, March 20, 2013** at 11:00 am at QED Systems, Inc., 4646 N. Witchduck Road, Virginia Beach, VA 23455. Meeting adjourned at 12:15 pm.