



*An Association of Professional Maritime Corporations*

**American Maritime Modernization Association, Inc.**

**Subject:** AMMA Safety Committee Monthly Meeting held @ 1:00 pm on Wednesday, 17 September, 2014. Meeting called to order at 1:00 pm.

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

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**Safety**

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**A. Opening Administrative Remarks and Attendee Introductions:**

Shawn Chausee	Phoenix Group
Wally Finn	Epsilon Systems
Tom Craddock	Delphinus
Rebecca Robinson	L-3 Unidyne
Wesley Foy	Valkyrie

**B. Old Business:**

- 20 August, 2014 Meeting Minutes were reviewed and approved.

**C. Topics for Discussion**

- 11 September 2014 VSRA Safety Meeting Highlights.
  - WAF review meeting 9/16/14.
  - VSRA Employee Safety Handbook is ready, \$4 member price
  - The Safety Seminar date is 15 October, 2014. The theme is “Safety, not just for you, but your buddy, too.” Looking for exhibit sponsors and speakers.
  - Standard Item Subcommittee chair –Ms. Nichol Kinsel-Cochran.
  - Discontinued work on I2P2 template
  - 3 Safety Suggestions submitted.
  - The VSRA/OSHA Partnership meeting is scheduled for 12 November, 2014
  - New NAVSEA Letter for FY15 CH1 discussed
  - Safety professional course research discontinued.
  - 3M representative was guest speaker
  - Reviewed briefly new NAVSEA Letter for CNAP Coating Removal
  - The next meeting is 9 October, 2014.
- Guest Speaker future meeting topics
  - OSHA Safety Training Requirements. Otto Hylton volunteered to present this topic
  - Machine Guarding
  - VOC Reporting Requirements

- iv. Temporary Workers. Tom Craddock volunteered to present this topic
- v. Shipboard Electrical Safety and NES 300 changes

**D. New Business**

- Discussed recent issue of FY 16 Preliminary Standard Items
  - i. AMMA members encouraged to review and submit request for changes.
  - ii. Change request due to CNRMC by 9/19/14
  - iii. Committee together reviewed and discussed proposed FY-16 009-03, 06, 07, 08, 10, 11, 24, 35, 61, 69, 70, 74, 109 & 110
- Reviewed and discussed NAVSEA CNAP Coating Removal Letter
- Reviewed OSHA new recordkeeping and reporting requirements that go into effect January 1, 2015

**E. Open Discussion: Input from members attending**

- Discussed conflict with next month's meeting schedule with VSRA Safety Seminar.
- Lessons Learned/Recent Injuries
  - i. Finger injury from impact wrench

**Next Regular Meeting:** The next safety committee meeting would usually be held on **Wednesday, 15 October, 2014** at 1:00 pm at QED Systems, Inc., 4646 N. Witchduck Road, Virginia Beach, VA 23455.

**This date conflicts with the VSRA Safety Seminar, looking to see if we can reserve the conference room for another date and time. Will notify members once determined.**

Meeting adjourned at 2:20 pm.

Minutes respectfully submitted by Wally Finn, Chairman, AMMA Safety Committee