



An Association of Professional Maritime Corporations

American Maritime Modernization Association, Inc.

BOARD OF DIRECTORS

OFFICERS

Jim Taylor - Chairman
Phone: 206 271 8719
jtaylor@epsilonsystems.com

Ron Verostek –President
Phone: 757 228 1730 x 304
rverostek@phoenix-group.com

Joseph Yurso – Vice
President
Phone: 757 490 5036
jyurso@qedsysinc.com

Nick Clark - Treasurer
Phone: 757 499 4125
nclark@ggsvb.com

Sondra Mayfield - Secretary
Phone: 757 865 0920
smayfield@advex.net

COMMITTEES

Membership

David Finke
Phone: 757 357 7847
eaglecrest2000@charter.net

Quality

Don Zimbardo
Phone: 757 463 2800
don.zimbardo@vt-group.com

Safety

Wally Finn
Phone: 757 705 2478
wfinn@epsilonsystems.com

Subject: AMMA Safety Committee Monthly Meeting held @ 1:00 pm on Wednesday, 21 January, 2015. Meeting called to order at 1:00 pm.

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

A. Opening Administrative Remarks and Attendee Introductions:

Wally Finn	Epsilon Systems
Jason Kjos	Epsilon Systems
Eric Strickland	AIT
Joy Grady-Hilton	Chugach
George O’Leary	George Sharp
Wesley Foy	Valkyrie
Shawn Chausee	Phoenix Group
Tom Craddock	Delphinus
Otto Hylton	AMSEC LLC
Jolean Halford	QED
Ron Richards	QED

B. Old Business:

- 17 December, 2014 Meeting Minutes were reviewed and approved.

C. Topics for Discussion

- 8 January 2015 VSRA Safety Meeting Highlights.
 - Safety Orientation review completed, no changes.
 - The Safety Seminar – looking for ideas for guest speakers.
 - Standard Item Subcommittee update
 - MHI employee received the Annual Safety Award of \$500 for his Temporary Services idea that provides device to hold up ventilation and other services through bulkhead openings. With the \$250 Quarterly Award this gives him a total of \$750 for the idea.
 - Increased Safety Award amounts starting 2015. \$500 for Quarterly Suggestion winner and an additional \$1000 for Annual winner.
 - Discussed upcoming VSRA/OSHA Partnership meeting to be held 11 February, 2015. Place TBD. Reminder - reporting requirements due for partners by 1/16/15.
 - 009-08 and 009-74 will be reviewed first by standard item subcommittee.
 - New Safety Management Board topics discussed. Over 13,000 incidents reported in 2014. Fire definition-an ignition or smoldering material that is unintended. Next

Fire drill will be on the Gunston Hall in NASSCO. There is an effort underway to standardize Confined Space Logs.

ix. Next meeting Feb 12, 2015 at AMSEC.

- 6 January 2015 Monthly CNRMC Industry Call Highlights
 - i. Fire Protection/Prevention Cost as a result of FY15 NSI changes.
 - ii. To join contact Sarah Dean, CNRMC C200 Staff, Knowledge Manager, McKean Defense Group, Email: sdean@mckean-defense.com, Desk: (757)355-6941, Desk routes to mobile after 4 rings.
 - iii. Latest Shipboard Fire Safety Metrics
 - iv. Upcoming Fire drills
 - 1) Feb 2015: SWRMC
 - 2) Mar 2015: SERMC
 - 3) May 2015: MARMC
- AMMA General Meeting Highlights discussed
- Guest Speaker future meeting topics
 - i. Temporary Workers. Tom Craddock volunteered to present this topic at our upcoming February meeting
 - ii. Machine Guarding – Jason Kjos volunteered to present this topic at our upcoming March meeting
 - iii. VOC Reporting Requirements
 - iv. Shipboard Electrical Safety and NES 300 changes
 - v. Tank watch & rescue requirements
 - vi. HAZWOPPER
 - vii. Noise Monitoring Program

Otto Hylton of AMSEC provided a great presentation on OSHA Training Requirements. Some key points:

1. Focus on Maritime Industry req's, to include some from General Industry
2. Select topics that meet company and personnel needs
3. Measure then evaluate your program for improvement
4. Retain training documentation to assist w/investigation in the event something happens.

The OSHA Training link is:

<https://www.osha.gov/Publications/2254.html>

D. Open Discussion: Input from members attending

- Discussed NAVFAC letters regarding recent fatalities experienced onboard projects at NAVFAC commands involving contractors, and the requirement by NAVFAC to conduct training with our personnel who work their contracts. Also highlighted a fall down an elevator

shaft in San Diego. For access to NAVFAC Safety items, go to: http://www.navfac.navy.mil/products_and_services/sf/about_us.html.

- Discussed the required Danger Tags training handout from BAE.
- Provided New OSHA Reporting Requirements Handout with additional information for determining amputation and hospitalization reporting requirements
- Briefly discussed machine guarding, making sure that proper attachments are used.
- Discussed the new exemption for OSHA 300 Log reporting requirements “Who is Required to Keep Records and Who is Exempt” effective Jan 2015. Here's a link to the OSHA Reporting Requirements page:
<https://www.osha.gov/recordkeeping2014/OSHA3746.pdf>
- Discussed the HII requirement for Company Name, as well as the Owner's Name to be placed on hard hats to assist in quickly identifying personnel during man-overboard incidents.
- Recent Injuries
 - i. Employee holding up metal sheeting was in an awkward position while supporting and ended up straining her leg.
 - ii. Employee hospitalized overnight for treatment for injury from a ship's ladder not properly maintained creating fall hazard. Employee fell and shattered his knee. Company conducted detailed accident investigation. This met the new OSHA reporting requirement.
 - iii. Employee hospitalized a few days due to a slip and fall resulting in a torn muscle which required surgery. The employee stepped on a patch of wet leaves that were on the walkway in the Navy Base causing him to slip and fall. This met the new OSHA reporting requirement.

Next Regular Meeting: The next safety committee meeting will be held on **Wednesday, 18 February, 2015** at 1:00 pm at QED Systems, Inc., 4646 N. Witchduck Road, Virginia Beach, VA 23455. Meeting adjourned at 2:20 pm.

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