



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS, 142d FIGHTER WING (ACC)
PORTLAND, OREGON

13 December 2011

MEMORANDUM FOR ALL MEMBERS

FROM: State Safety Committee

SUBJECT: State Safety Committee Meeting Minutes

- 1) The State Safety Committee meeting was held Tuesday, Dec 13, 2011. The following members were present.

Robin Boren	Carla Jones
Randy Kovar	Steve Mezzanatto
Dan Parr	Jeff Roy

- 2) Next Meeting 17 Jan 2012 at 0900 in Bldg 140.

NEW ITEMS

- 3) **Accident Reports:**
NO accidents to report
- 4) Robin was called in to respond to the alert barn door stuck closed. Safety concern was if employee working on the door should be wearing an Arc Flash suit. Issue was address with Major White and a contractor will be hired to label all panels to state if Arc flash suit is required.

OLD BUISNESS

- 5) SFS brought up concerns of joggers in the early morning not having reflective gear and wearing head phones. **COMPLETED:** Steve contact Ross Hillman of base safety who sent out email on requirements of joggers.
- 6) Fire Department engine doors are spontaneously opening and closing. This is due to the system being a radio frequency based system, and being located next to the airport several radio frequencies set it off. **Action:** Paul will submit a 332 to

*take the radio sensors out of the doors and re-structure the doors open close system. * Awaiting follow up from Paul Looney.*

7) Paul is rebuilding the Emergency Action Plan for each building. This should be accomplished by December 2011. **Action:** *Tabled for next meeting.*

8) Routine drills for fire, suspicious package and active shooter. **Action:** *Tabled for the next meeting. We will ask Paul Looney if the EAP will include routine fire drills. Robin has also received a Manager's Handbook; he will look for any reference to emergency drills. Steve will check with Ross Hillman at base safety to see if he has any plan already in place.*

9) Replacement of faded stop signs. **COMPLETED**

//SIGNED//
STEVE MEZZANATTO, CIV, ORANG
State Safety Chairman