



OREGON SUSTAINMENT MAINTENANCE SITE  
 Camp Withycombe  
 15300 SE Industrial Way  
 Clackamas, OR 97015



MEMORANDDUM FOR RECORD

18 JANUARY 2012

SUBJECT: Safety Meeting for January 2012.

The OSMS (Oregon Sustainment Maintenance Site) Safety Committee met on 18 January 2012, at the lunch room in building 6480. The meeting convened at 1000 hrs. The members in attendance were as follows:

Aaron Hochstrasser	RSMS Automotive	President (outgoing)
Tyler Nitzke	RSMS Inspection	Scribe
Dena Byrum	Power Division	Member
Danner Robbs	RSMS Automotive	Member
Michael Bays	CSMS Supply	Member
Charles Schulze	CSMS Armament	Member
Lamar Schleich	RSMS Supply	Member
Jason Hoygaard	Allied Trades	Member
Malia Childs	OSMS Front Office	Member
Dan Eggleston	Power Division Supervisor	Member
Quentin Wells	CSMS Automotive	Member
Scott Pastere	364 <sup>th</sup> CABDE	Member

**1. Review of Minutes:** Minutes from December were to be composed by Brad Parkinson who was not in attendance so status of the minutes is unknown and therefore not reviewed.

**2. Old Business:**

- **CARC policy memo** – The draft memo is continuing forward. The Weld and Auto shops will use weekly to monthly wipe down tests.
- **FMS2 fire evac plan** – 82<sup>nd</sup> BGD needs to work out an evacuation plan and safety protocol. One thing to consider is surrounding businesses and how they would affect our Integrated Contingency Plan (ICP).
- **Take 5** – MAJ Walstrom was looking for feedback on the Army safety program Take 5, which is basically take 5 minutes before you do something to think it through in the safest manner possible. There were some positive comments such as it is very simple to understand and works quite well if you actually take the time and utilize it.
- **Safety committee class** – Some of the newer committee members partook in the Safety Committee Class put on by Robin Webb and Mark Snook over a conference call. The

feedback was mostly negative stating the training was dry & boring, went off the course outline, and was hard to stay involved since it was over the phone.

**3. Report of Incident/Accident/Illness:** There were 4 incidents to report:

- 1) FMS employee cut finger, no details beyond that. Recommendation is to use better cutting techniques and use gloves if necessary.
- 2) Power Division employee got some dirt in their eye when working under a trailer, employee flushed out their eye in the eyewash station. Recommendation is to use the proper PPE (full face mask).
- 3) RSMS Supply employee cut their forehead when horsing around. Recommendation was to not mess around with Kevin...or just not horse play around in an unsafe manner.
- 4) Committee member stated that they witnessed a car driving unsafely down the fence line behind Power Division. The car was speeding and not driving appropriately to the winter conditions and ran into the fence almost hitting a pole. Recommendation was to be aware of conditions and use safe driving methods.

**4. New Business:**

- **Confined space class** – On-site training is tentatively scheduled for FEB 14<sup>th</sup>-16<sup>th</sup>, there are 15 slots open so we need to identify personnel who would benefit from this. We also need to identify a confined space on-post that can be used for the training.
- **Quarterly walkthrough** – Ross would like for the committee to start doing quarterly walkthroughs in groups of 2 or 3, and no one should inspect their own section.
- **OSMS supervisor's safety binder** – There are binders on order that will be passed out to each section for the purpose of archiving safety items such as SOP's, inspections, toolbox meetings, etc. This will also be an internally inspectable item.
- **Issues not on schedule** –
  - **Safety board** – There is no set standard for what needs to be on a safety board, but as stated in previous meetings we would like our safety boards to be as uniform as possible. Bays is compiling a price list of all items that would possibly be on the safety boards.
  - **Weld shop ventilation** – Concerns were brought up about the poor ventilation in the weld shop. The fix will most likely need to be a facility repair to revamp the suction and ventilation and add a vacuum system. Scott stated that there is money to make fixes for chromium exposure.

**5. Next Meeting:** The next meeting is scheduled for 8 February 2012 at 1000hrs. Please bring your copy of the minutes with you to be able to discuss any issues or updates to previous concerns so we can do our job by keeping our agency safe!