

CAMP RILEA ARMED FORCES TRAINING CENTER
CRO SAFETY COMMITTEE
91204 RILEA OREGON ROAD
WARRENTON, OR 97146-9711

CRO SAFETY COMMITTEE MEETING MINUTES 14 June 2011

COMMITTEE MEMBERS

Chris Eckert	Chairperson	Present	X
Tina Bigelow	Voting Member	Present	
Richard Smith	Voting Member	Present	X
Yvette Niemi	Voting Member	Present	X
CPT Sung Ji	Voting Member	Present	
Kenneth Klee	Voting Member	Present	
Dan Wilcock	Voting Member	Present	X
Freddie McCown	Voting Member	Present	X
Eric Lingenfelter	Voting Member	Present	X
		Present	
		Present	

MEETING DATE: 14 June 2011
Time: 0915

NEXT MEETING: 12 July 2011
Time: 0900

MEETING ADJOURNED: 1010

CHAIRPERSON SIGNATURE

RECORDER SIGNATURE

MEETING FORMAT

ROLL CALL

OLD BUSINESS

- A. Training Requirements
- B. Kilroy's Safety Projects
- C.

NEW BUSINESS

- A. Quarterly Inspections
- B. AEDs
- C. Classes and Workshops
- D. Hearing Testing

REVIEW and VOTE

MEETING AGENDA PLANNING

MEETING ADJOURNED

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CRO SAFETY COMMITTEE MEETING MINUTES 10 May 2011

OLD BUSINESS:

A. Training Requirements:

1. Ongoing: Sung Yoon Ji will contact Robin Webb and ask what is applicable to us.
2. Assignments were as follows to comprise Safety Matrixes:
Richard Smith/State, Eric Lingenfelter/Federal, Freddie McCown/116th Air Guard
3. Eric Lingenfelter asked for a baseline list of activities to help him comprise his Federal Safety Matrix and will consult with Chief Kelly Bone. Bone stated that their baseline is basically to look around and use common sense to establish a need.

B. Kilroy's Safety Projects:

1. ADA, latrines and front door issues. A&E contract soon to occur; contact has been made with LRS to identify a concept for compliance. This will on-going.

NEW BUSINESS

A. Quarterly Inspections:

1. It was discussed and agreed that each department would establish their own inspection guidelines and document to accomplish the OSHA required quarterly safety inspection. This would allow each area to focus on the relevant issues and eliminate items that do not pertain to them. It was also agreed that once your inspection were complete they were to be delivered to Mr. Ken Klee either in person or by email. Once the inspection were delivered your requirement has been satisfied (no receipt will be necessary for compliance).
2. Work Orders: Once and inspection has been completed, a work order will be submitted through Footprints to address any issues that may need to be corrected.
3. Mark Snook has been to Camp Rilea and has performed his required annual OSHA safety inspections, and he will email his reports to the appropriate departments.

C. AED's:

1. Camp Rilea received four new AED's; they are currently on the shelf at Post supply. Range Control and Ram Security have been informed to visit SFC Christy to sign a hand receipt for the AED's. Once range control acquires their AED, they will submit a work order in Footprints to have it mounted and labeled.
2. Range Control AED will be available for areas along Starship Row and Warrior Hall
3. Ram Security has roaming patrols and their AED will be available if the need should be requested by calling the guard house.

D. Classes and Workshop:

1. The new OSHA workshop schedule has been posted for July – September. The available classes, and who will attend will be discussed during our next meeting in July.

E. Hearing Testing:

1. Hearing testing will be conducted 15-16 June 2011. All persons required to have the annual testing must make plans to attend at the scheduled time for the event. If they cannot make it during the two day period, they must contact the supervisor to re-schedule the appointment.
2. Make certain that all employees arrive at the testing location 5-10 minutes early to complete paperwork. The schedule is tight so be on time.

MEETING ADJOURNED