



## Meeting: Safety Committee - 19-07-2018

(BDA Division)

### Meeting Information

<b>Purpose</b>	Review issues flagged for review pending closure and discuss general safety initiatives.		
<b>Desired Outcome</b>	Complete review of all bdasafety issues marked for review		
<b>Meeting Date</b>	19/07/2018	<b>Location</b>	Burgess Boardroom
<b>Start Time</b>	12:35	<b>End Time</b>	11:39

### Meeting Attendance (Roll Call)

Present	Absent
Afton Botelho	Allisson Russell
Chuck Santiago	Amy Curtis
Donald Gray	Steve Nurse
Kahnae Bean	Wendell Dottin
Kyle Eve-Townsend	
Lonnie Bascome	
Michael Darrell	
Tina Minors	

### Meeting Minutes

#### 1. Administration - Next Meetings

<b>Speaker</b>	
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Minutes & Notes	23 August 1230. 20 September 1230.
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2. Approval of Previous Minutes

<b>Speaker</b>	
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3. (Issue #5019716) Unauthorized Parallel Parking

<b>Speaker</b>	
Minutes & Notes	Closed at request of DH following review by SC

4. (Issue #5020544) Departures Door #6 - procedures to consider emergency egress

<b>Speaker</b>	
Minutes & Notes	ADOs advised of procedures to be followed in cases of inoperative doors.  Reassessed and closed

5. (Issue #5028530) Poor Housekeeping by HDDC Presents Safety and Security Risk

<b>Speaker</b>	
Minutes & Notes	Corrective action described by DH does not address the root cause. Linked to other HDDC issue reports and referred to DH to be addressed.

6. (Issue #5033040) Unsafe working practices

<b>Speaker</b>	
Minutes & Notes	Risk reassessed and issue closed. Appropriate corrective action taken

7. (Issue #5037115) Improper Set Up Of Staging

<b>Speaker</b>	
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Minutes & Notes	Observation identified that problems remain. Recommendation made to DH for correction.
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8. (Issue #5033809) Worker without no hard hat and no gloves

<b>Speaker</b>	
Minutes & Notes	HDDC is a repeat offender, with corrective action proving ineffective.  Referred to DH with recommendation for disciplinary action.

9. (Issue #5034969) BELCO Substation Impacted Soil

<b>Speaker</b>	Kahnae Bean
Minutes & Notes	Cleanup effected. New substation under construction.

10. (Issue #5035882) Hydraulic Spill from Crane

<b>Speaker</b>	Kahnae Bean
Minutes & Notes	SC Recommendation:  Contractor Orientation: EHS Coordinator and SQM should be advised of all contractor presence on Skyport property. All contractors coming on site must either have their own spill management plan in place or be aware and briefed on Skyport's plan. Skyport M&E project managers should ensure that adequate spill containment equipment is immediately available for all contractor activity.  Issue reassessed and closed

11. (Issue #5029345) New carpet and ceiling tile storage in mould contaminated ar

<b>Speaker</b>	
Minutes & Notes	Area to be remediated before use. No further storage. Reassessed and closed

12. (Issue #5029346) Poor housekeeping practices by contractor

<b>Speaker</b>	
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Minutes & Notes	Corrective action described by DH does not address the root cause. Linked to other HDDC issue reports and referred to DH to be addressed.  See 5028530
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### 13. (Issue #5031692) FOD

<b>Speaker</b>	
Minutes & Notes	This will be an ongoing problem as long as the dump remains. Vigilance by ATC and other airport users. Closed at request of DH

### 14. (Issue #5031869) Wind Gust Blew ULD Container Off of K-Loader

<b>Speaker</b>	
Minutes & Notes	Referred to DH with request for confirmation of adequacy of Menzies procedures.

### 15. (Issue #5022667) 800 TRUNK RADIO FAILURE

<b>Speaker</b>	
Minutes & Notes	Alternate comms plan in place. DH accepts risk as is.

### 16. (Issue #21315) AIRCRAFT TAKE-OFF W/OUT USING AIRFIELD LIGHTING

<b>Speaker</b>	
Minutes & Notes	Corrective action taken. New ATC procedures. Issue closed

### 17. (Issue #1322686) ILLUMINATED 'X' SIGNIFYING CLOSURE OF TAXIWAY

<b>Speaker</b>	
Minutes & Notes	Corrective action taken. Reassessed and closed

### 18. (Issue #1322810) UNMARKED AIRCRAFT ON APRON 3

<b>Speaker</b>	
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Minutes & Notes	Confirmation by KET that procedure described in ADO policy letter is in effect. Reassessed and closed
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## General Notes

1.	<p>The Safety Committee spend an inordinate amount of time reviewing and discussing reports related to HDDC.</p> <p>A SHELL analysis has not been completed for several issues as described in the agreed DH workflow process. As a result, root causes have not been identified and mitigated.</p> <p>Going forward, the SC will not review issues for which no SHELL has been completed.</p>
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