

National Aeronautics and
Space Administration

George C. Marshall Space Flight Center
Marshall Space Flight Center, AL 35812



March 5, 2002

Reply to Attn of:

QS50 (02-21)

TO: Distribution

FROM: QS50/David J. Spacek

SUBJECT: Minutes of the MSFC Safety, Health, and Environmental Area Committee Meeting

The Safety, Health, and Environmental (SHE) Area Committee met at 2:30 p.m. on Wednesday, February 27, 2002, Building 4203, Conference Room 1201. The attendance list is on file in the Industrial Safety Department. The agenda for the meeting is attached as Enclosure 1.

OPENING REMARKS (AXEL ROTH/DE01)

There were no opening remarks.

PART 1 – AREA MANAGER ISSUES

Special Reports

New SHE Committee Proposal (Keith Cornett/TD20)

Keith briefed the Committee with a Voluntary Protection Program (VPP) update. As a result of the STAR Consultants' assessment of the MSFC SHE Program, activities and corrective actions have been identified. Several members from the VPP Implementation Team met with OSHA representatives in Birmingham to obtain clarification of several elements for VPP Star eligibility. As a result from the meeting, a list of facts learned was generated for the VPP Steering Council. He noted that a Safety and Health Plan would have to be developed for the Center. Keith also discussed the proposed new SHE Committee agenda, as well as committees/subcommittees responsibilities. Axel Roth commented that some subcommittees are already staffed and to utilize the resources that are already in place before creating new ones. Axel also commented that the long-term goal is to improve our safety program. The charts presented are attached as Enclosure 2.

Mission Success Starts with Safety

Miscellaneous Safety Actions (Edwin Jones/AD20)

Edwin reported on four open actions items. Recommendations to Committee for closure of these actions are noted below.

Action A-0127 was to evaluate a request for a sidewalk between Buildings 4207 and 4306 and 4727. The Facilities Engineering Department recommended that a new sidewalk be installed between Buildings 4207 and 4306 with an estimated cost of \$15K. The Committee agreed to the recommendation, and suggested that signs be installed warning motorists that pedestrians may be crossing.

The Facilities Engineering Department recommended not installing a traffic light or painting a crosswalk at Building 4727. The cost for installing a traffic light could exceed \$100K. After a lengthy discussion, the Committee postponed in making a decision on the recommendation until a meeting could be scheduled with employees in Building 4727 to discuss degree of traffic concerns.

ACTION A-0135: Schedule a meeting with employees working in Building 4727 to discuss degree of traffic concerns when walking across Rideout Road to Building 4306. (Dennis Davis/QS50 and Pete Allen/AD20; Due 3/27/02)

Action A-0132 was to evaluate requests for painted crosswalks between Building 4487 and 4610 and Buildings 4727 and 4306. The Facilities Engineering Department recommended not painting crosswalks across roadways, but continuing with current practice and Army mandate. Edwin noted that studies indicate that more accidents occur at crosswalks. Crosswalks present an illusion of safety, giving pedestrians a false sense of security in that they believe that all vehicular traffic will yield the right-of-way to them. It was noted that motorists have the right-of-way where crosswalks are present. After a discussion, the Committee agreed not to paint additional crosswalks across the roadways at MSFC, but agreed that signs should be installed to warn pedestrians that motorists have the right-of-way.

ACTION A-0136: Identify locations of existing crosswalks at MSFC and install signs to warn/remind pedestrians that motorists have the right-of-way. Dennis Davis/QS50 and Pete Allen/AD20; Due: 3/27/02)

Action A-0133 was to evaluate improvements at Dodd Road and Fowler Road intersection. The Facilities Engineering Department recommended that a flashing light be installed at this intersection. It was noted that it is difficult for motorists to cross Dodd Road during the afternoon rush hour, and a number of close calls have been reported at this intersection. The cost of installing a flashing light is estimated at \$3K. The Army can install the flashing light within 30 days. The Committee agreed to the recommendation.

Action A-0134 was to evaluate request of providing building managers with keys to building equipment rooms. The Facilities Engineering Department recommended not providing keys to equipment rooms to the building managers. Edwin discussed several safety factors why control access should be maintained in equipment rooms. The Committee agreed with the recommendation. The charts presented on all four actions are attached as Enclosure 3.

SCRS Review Report (Dennis Davis/QS50)

Dennis reported that a team, consisting of a wide range of managers and employees, was established to review the Safety Concerns Reporting System (SCRS) process. The team met and developed a proposed improvement action plan. The Committee agreed with the proposed plan. The charts presented are attached as Enclosure 4.

Industrial Safety Report (Dennis Davis/QS50)

Dennis discussed the Safety Metrics Charts. He noted that two lost-time mishaps have been reported since the last meeting. He also noted that supervisors are identifying unsafe acts and conditions during their monthly safety walkthroughs. The charts presented are attached as Enclosure 5.

Area Committee Member Reports

Pete Allen reported that a sulfuric acid leak occurred in Building 4700. The leak was contained in the concrete dike around the acid and neutralization tanks. An investigation team will be appointed to determine cause and actions taken to prevent reoccurrence.

Edwin Jones reported that an EG&G contract employee had a medical emergency while working during the weekend. A coworker called 911 for medical assistance, but some confusion resulted from the call. The employee was transported to the hospital by a personal vehicle. After a discussion, it was noted that Center employees be reminded that HEMSI ambulance personnel are not onsite after hours and on weekends, and that the Fire Department is the emergency responder after hours and weekends.

ACTION A-0137: Publicize to Center employees 911 information and that the Fire Department is the emergency responder after hours and on weekends and is equipped with medical personnel. (Dennis Davis/QS50 and Pete Allen/AD20; Due 3/27/02)

Donnie George reported that the Contractor Safety Forum (CSF) met and approved the new Strategic Plan.

Bill Kilpatrick commented that six Engineering Directorate personnel have been named as new safety point-of contacts.

Open Actions (Dennis Davis/QS50)

Dennis discussed the open actions. Several of the open actions were reported on during this meeting. The charts presented are attached as Enclosure 6.

PART 2 - PLAN CENTRAL COMMITTEE MEETING

Proposed Special Reports

Allergic Reaction Lost Time Mishap (S. Beale/PS01)

Back Spasms Lost Time Mishap (D. Kross/TD01)

New OSHA Reporting Rules (D. Spacek/QS50)

Proposed Industrial Safety Report (D. Spacek/QS50)

Open Actions (D. Spacek/QS50)

The next meeting of the Safety, Health, and Environmental Area Committee is scheduled for March 27, 2002.



David J. Spacek
Manager
Industrial Safety Department

6 Enclosures

Distribution:
SHE Web Page

SH&E "AREA" COMMITTEE AGENDA
Building 4203, Conference Room 1201
2:30 PM, February 27, 2002

Opening Remarks (A. Roth/DE01) 5 Minutes

Part 1 – Area Managers Meeting

Special Reports

- New SHE Committee Proposal (Keith Cornett/TD20) **10 Minutes**
- Miscellaneous Safety Actions (Edwin Jones/AD20) **10 Minutes**
- SCRS Review Report (Dennis Davis/QS50) **10 Minutes**

Industrial Safety Report (D. Davis/QS50) 10 Minutes

Area Committee Member Reports (As Needed) 30 Minutes

Alex McCool/MP01	Tereasa Washington/CD01	Edwin Jones/AD20
Ann Whitaker/SD01	Roy Malone/AD40	Denny Kross/TD01
Jan Davis/FD01	Sheila Cloud/AD01	Richard Helmick/AD30
Bradley Waits/AD50	Allen Elliott/AD10	Bill Kilpatrick/ED01
Phil Robbins/CSC	Amanda Goodson/QS01	Donnie George/USA

Open Actions (D. Davis/QS50) 10 Minutes

Part 2 – Plan SHE Central Committee Meeting 10 Minutes

Proposed Special Reports (Open Floor)

Allergic Reaction Lost Time Mishap (S. Beale/PS01)

Back Spasms Lost Time Mishap (D. Kross/TD01)

New OSHA Reporting Rules (D. Spacek/QS50)

Proposed Industrial Safety Report (D. Spacek/QS50)

Open Actions (D. Spacek/QS50)

VPP Update

Status

- **Star Consultant's assessment** - Corrective actions identified with proposed assignees ready to review with Steering committee and SHE Management
- **VPP Implementation Team to Birmingham OSHA office** - Actions generated with proposed assignments, being integrated with Star assessment plan.

Challenges

- Change from a Dupont-model management-driven safety and health system to an OSHA VPP-model employee-driven system
 - Establish additional subcommittees
 - Establish new SHE Committee
- Develop NEW MSFC Safety, Health and Environmental Plan that establish measurable goals and objectives

New SHE Committee Proposal

- Committee Membership
 - Chairpersons from selected SHE Subcommittees
 - Contractor Safety Forum Representative
 - MSAT Representative
 - Directorate Representatives from AD,ED, FD, SD, TD
 - Directorate Representative (One Member from any of remaining Directorates)
 - Senior Center Management Representative
- Committee Responsibility
 - Execution of SHE Program
 - Achievement of MSFC SHE Goals and Objectives
 - Development and administration of SHE training
 - Development and integration of SHE IT systems

Proposed “New” SHE Committee Agenda

1. Status progress on SHE Plan goals and objectives
2. Subcommittee Reports
 - Schedules
 - Subcommittee Goals and Objectives Status
 - Issues
3. Policy decisions/discussion
4. Mishap Trend Analysis
5. Open SCRS Items
 - Critical Items
 - Late Items (>30 days)
6. Directorate Reports
 - Directorate SHE Plan Goals and Objectives Status
7. VPP Action Plan Status
8. SHE Metrics review

Committees/Subcommittees

- Committees/Subcommittees should
 - Contain more employees than management and supervisors
 - Include mix of civil service and contractors
 - Be structured to prevent management/supervisors from suppressing or overwhelming employee inputs and decisions
 - Consist of discipline practitioners
 - Be responsible for the performance of the Safety and Health System at MSFC!

Subcommittee Responsibilities

- Defining and implementing team goals and objectives in concert with the center's goals and objectives
- Developing discipline-specific training
- Report team schedules/status to new SHE Committee
- Make periodic Assessments

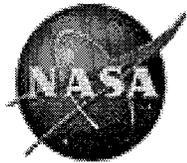
PROPOSED SHE **SUB-COMMITTEES**

- *Office Environment*
- *Ergonomic*
- *JHA*
- *LOTO*
- PEP (Ad Hoc)
- Training (Ad Hoc)
- *Lifting Ops*
- *Pressure OPS*
- Radiation
- *IT*
- *Hazardous Chemicals/Materials*
- Confined Spaces
- *Machine Shop*
- *Cryogenics*
- *Communications*
- Emergency
- *Area*

Legend: Recommended Member of SHE Council

Issues

- We cannot achieve VPP STAR by September/2002
 - Items required to be in place 1-year
 - SHE Plan with Goals and Objectives
 - Contractor Surveillance Plan plus records
- Resources to staff committees and carry out responsibilities



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Facilities Engineering Department

Action Items Report

presented to

Safety, Health, & Environmental Area Committee

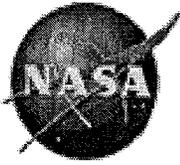
February 27, 2002



Open Action Items



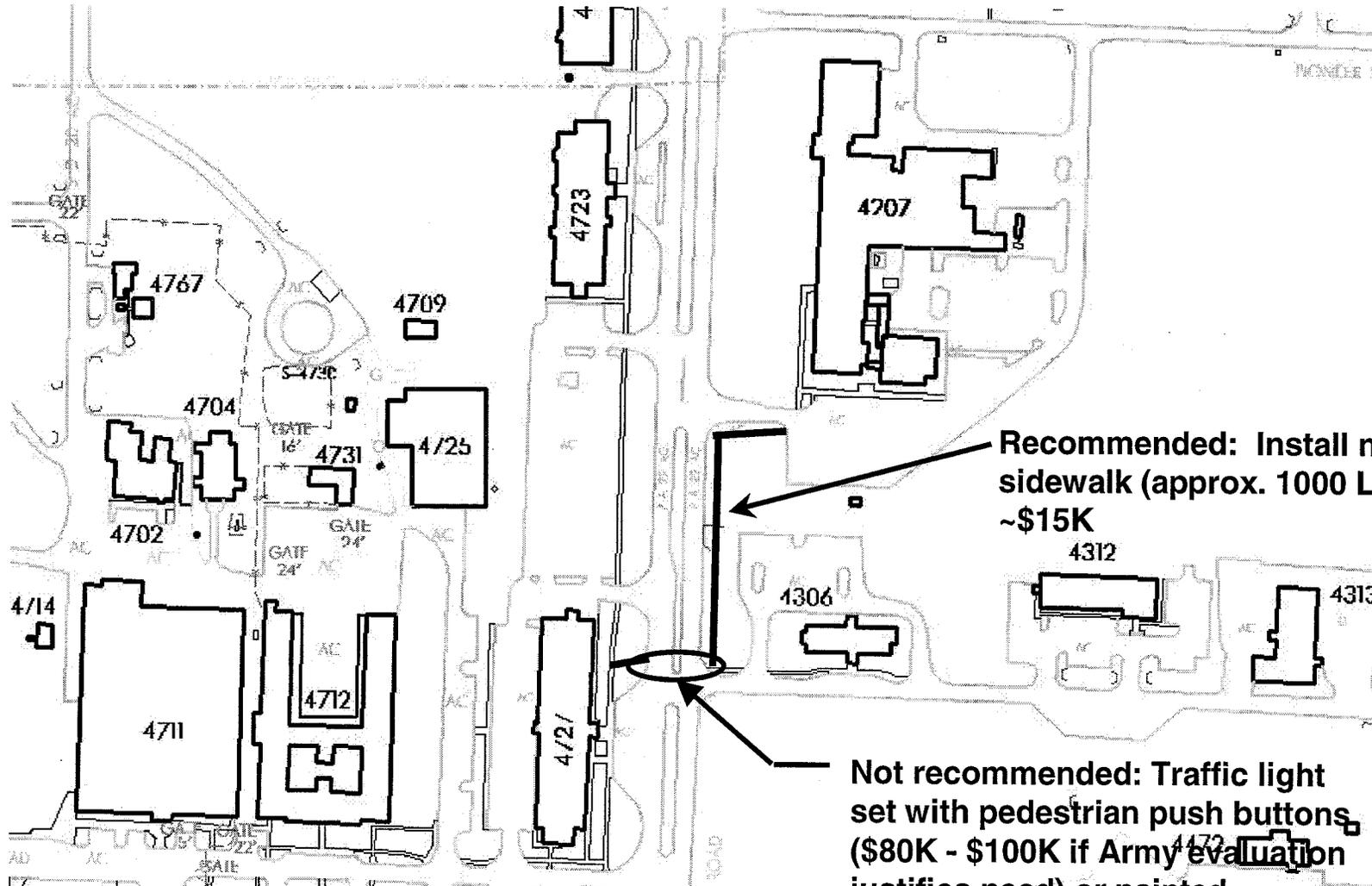
- Action A-0127 - Evaluate request for a sidewalk be considered between 4207, 4306, & 4727
- Action A-0132 - Evaluate requests for painted crosswalks between Buildings 4487 & 4610 and Buildings 4727 & 4306
- Action A-0133 - Evaluate improvements at Dodd Road and Fowler Road intersection where a number of vehicular accident close calls have been reported
- Action A-0134 - Evaluate request of providing building managers with keys to building equipment rooms



Pedestrian Access Between Buildings 4207, 4306 and 4727

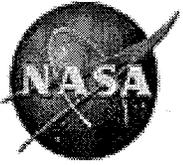


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**Recommended: Install new sidewalk (approx. 1000 LF)-
~\$15K**

Not recommended: Traffic light set with pedestrian push buttons, (\$80K - \$100K if Army evaluation justifies need) or painted crosswalk (see painted crosswalk discussion)

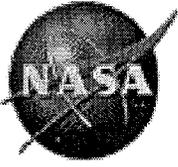


View Looking North on Rideout Road



ing the future

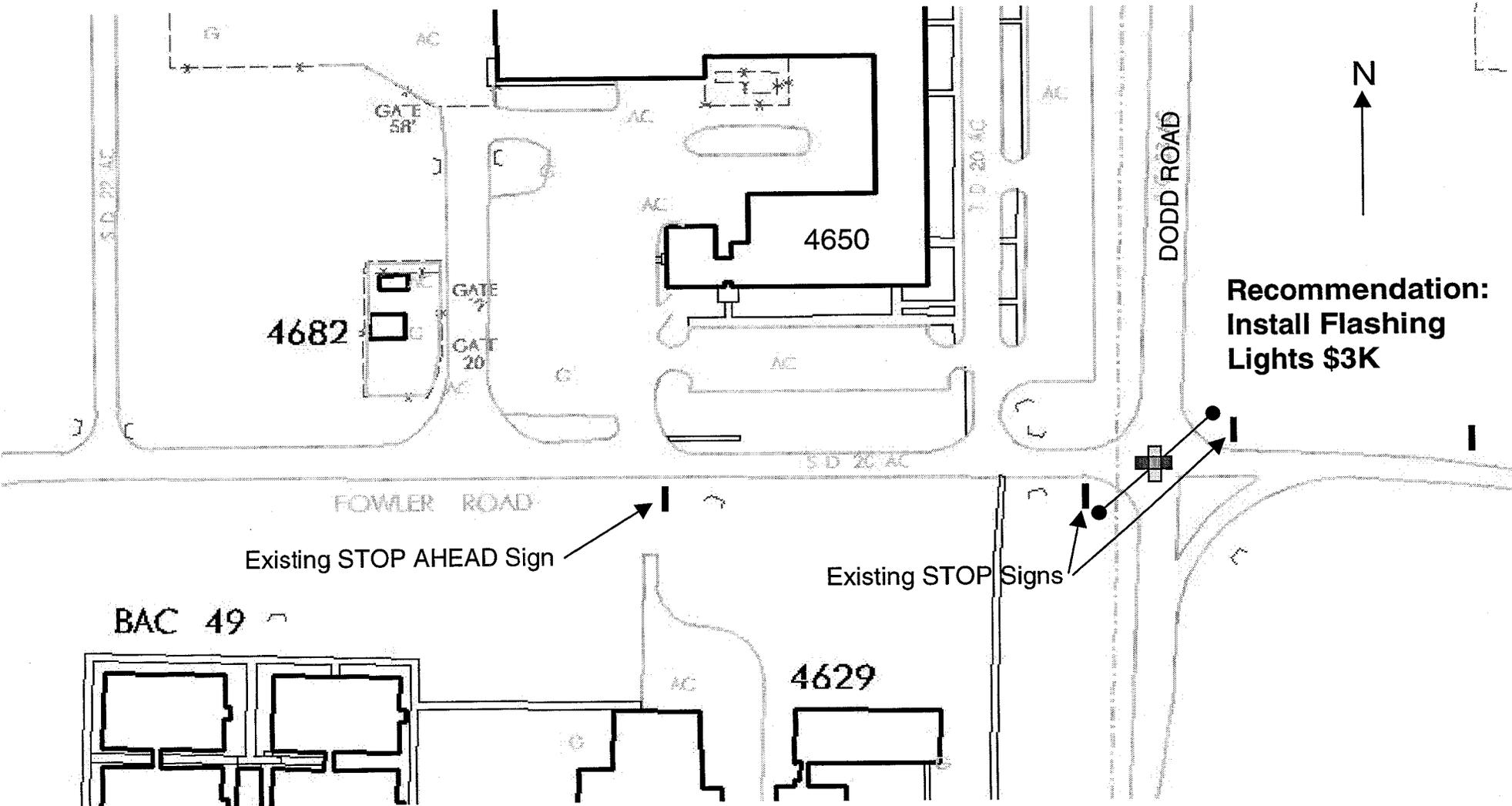




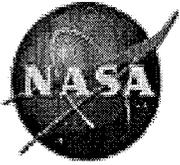
Intersection of Dodd Rd & Fowler Rd



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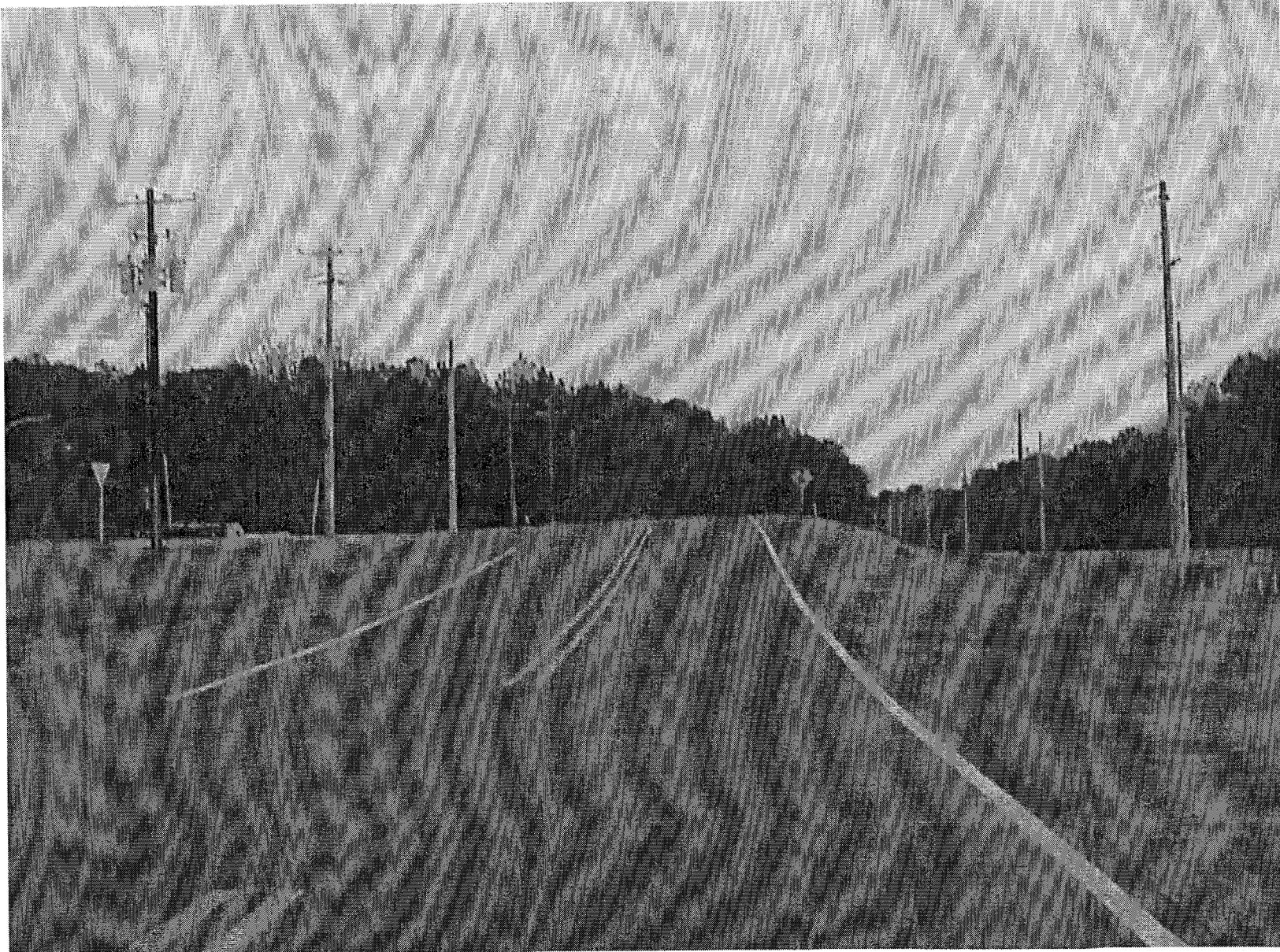
Findings: No visual obstructions; Army states flashing light not needed; Difficult to cross Dodd during afternoon rush hour

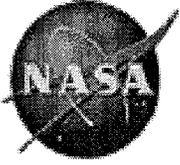


Approaching Dodd/Fowler from West



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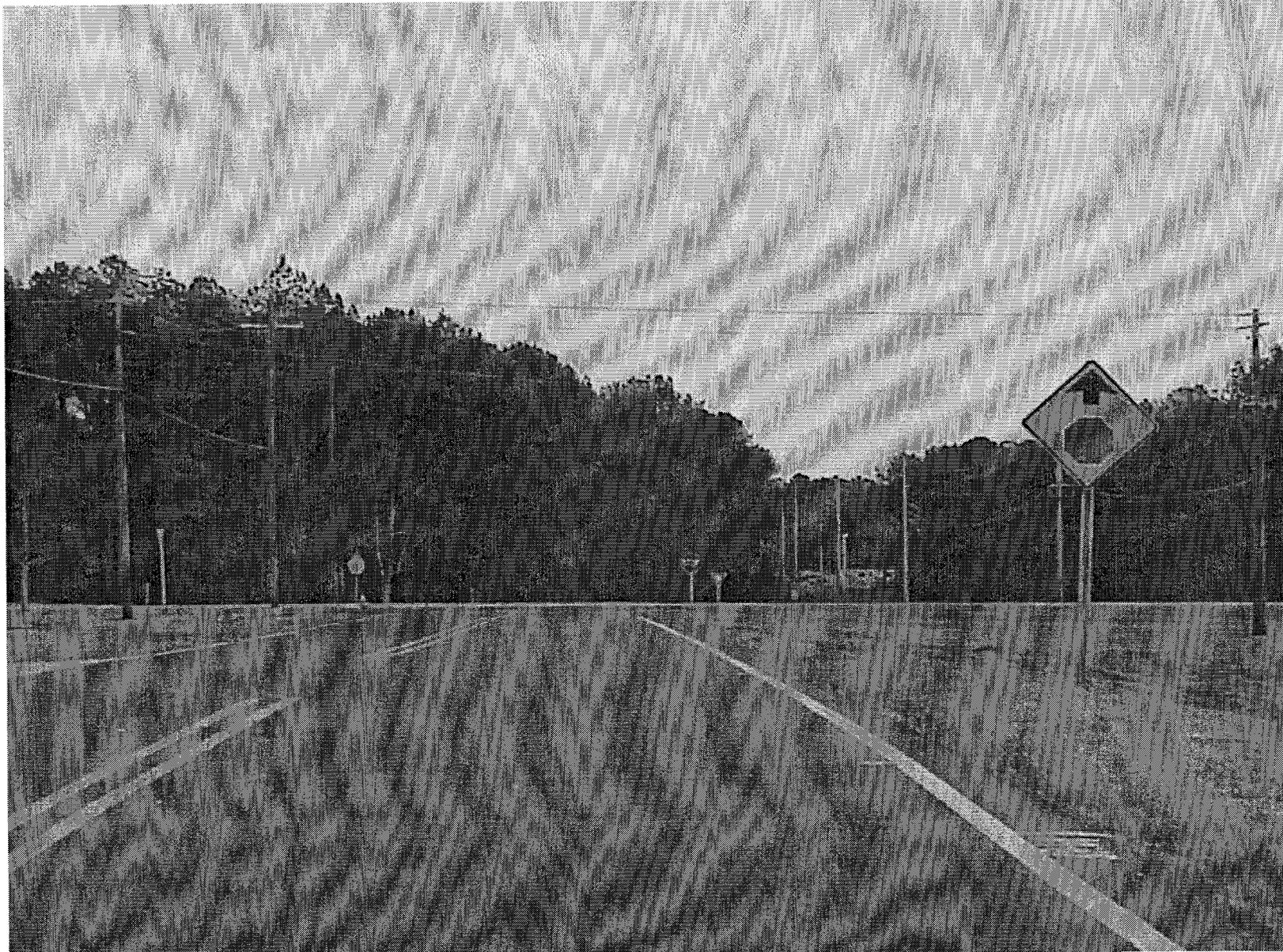




View Looking South on Fowler Approaching Dodd



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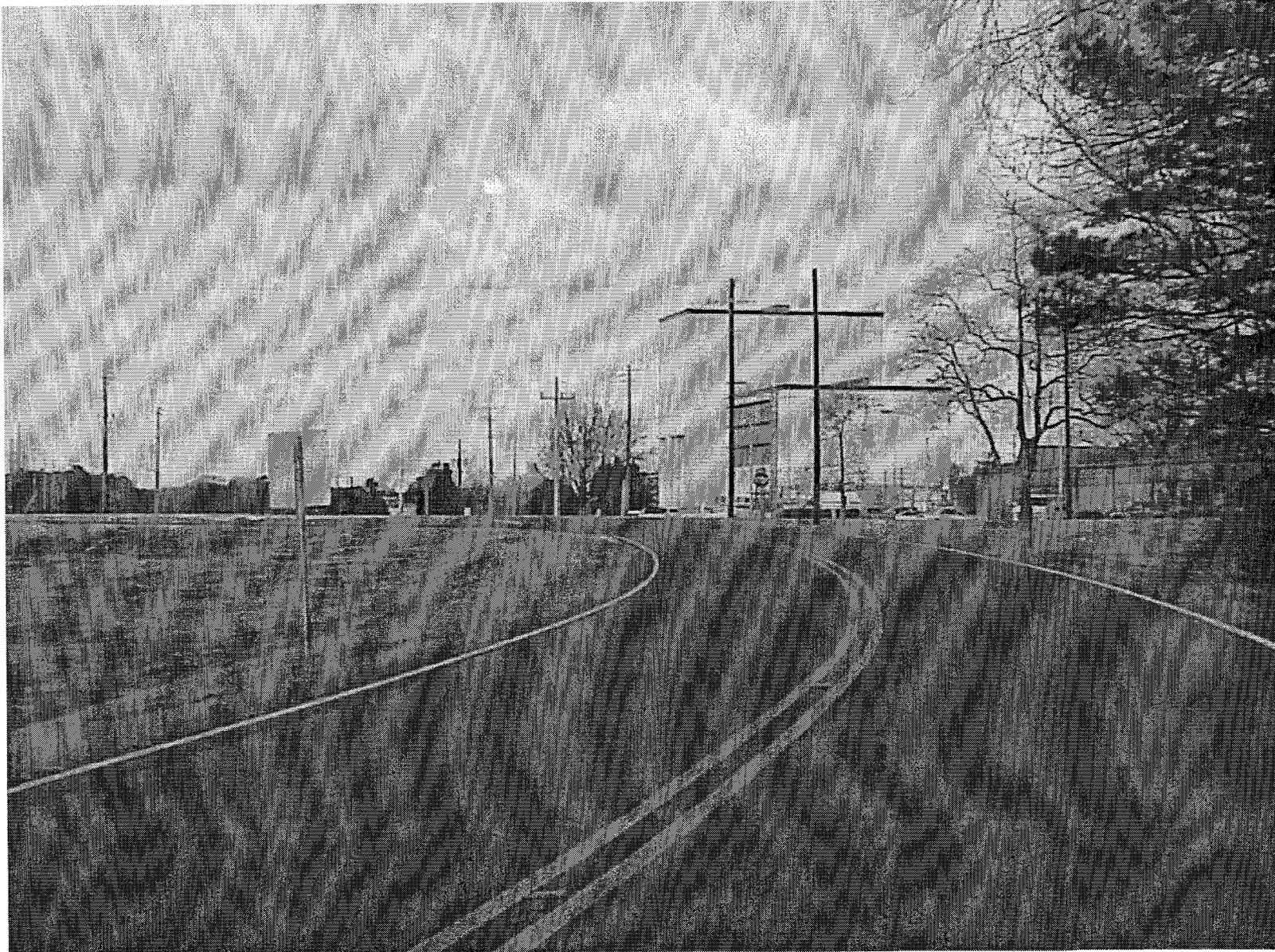


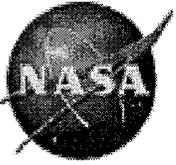


View Looking North on Fowler Approaching Dodd



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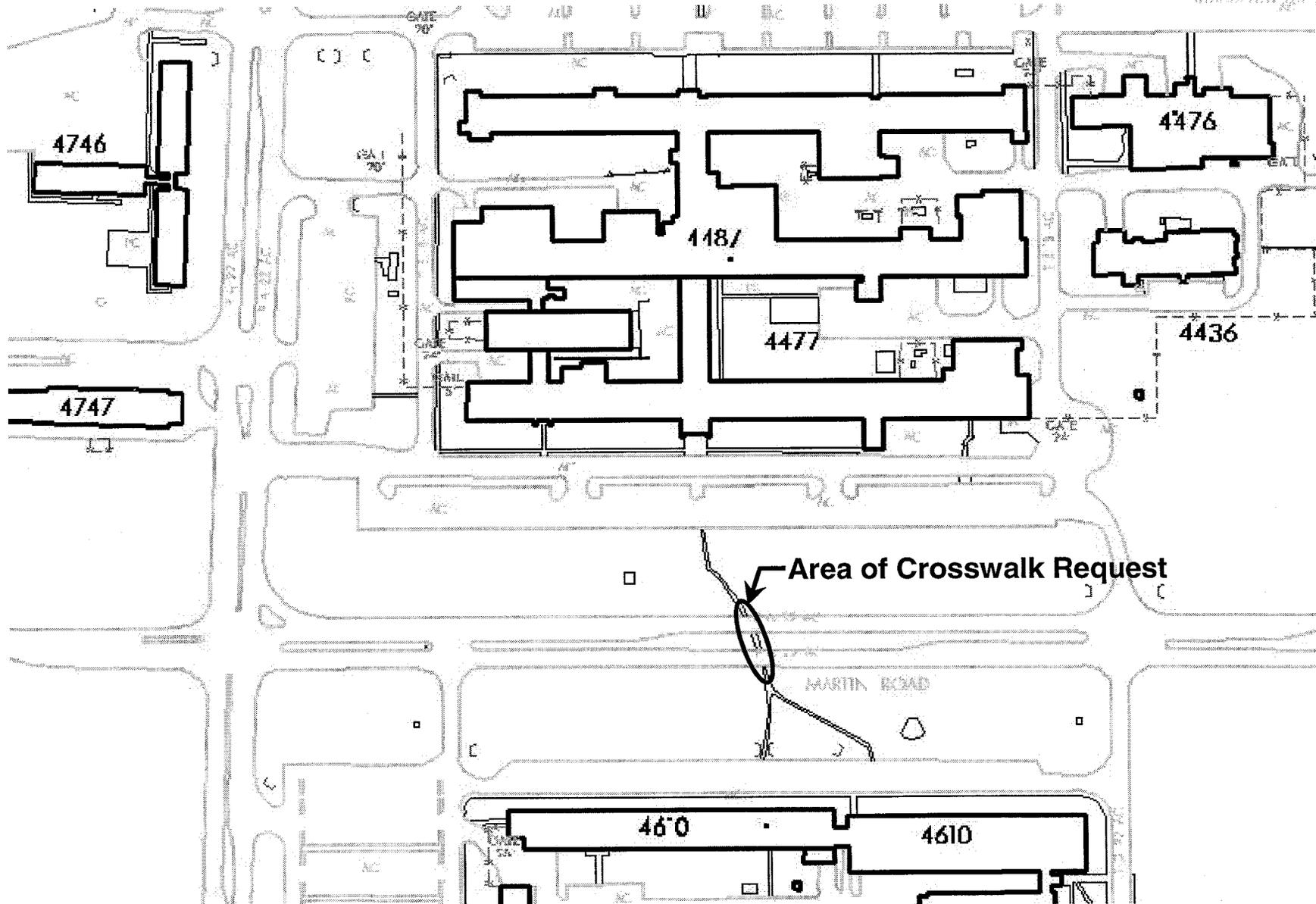


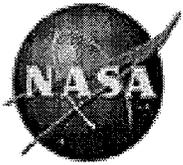


Pedestrian Crossing between Buildings 4487 and 4610



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View Looking West on Martin Road



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Painted Crosswalks



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- Advantages
 - Act as a warning device and reminder to motorists of the potential presence of pedestrians.
 - Relatively inexpensive
 - May reduce vehicle speeds in the area around the crosswalk
 - May show pedestrians the shortest route
- Disadvantages
 - Present an illusion of safety; pedestrians may feel overly secure
 - Do not totally separate pedestrians and vehicles
 - Have more accidents (6 times more per one study) than unmarked crosswalks.
 - Motorists don't see painted crosswalks as well as pedestrians may think.
 - Require pedestrian education
- Recommendation
 - Continue with current practice and Army mandate NOT to paint crosswalks across roadways

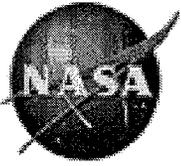


Painted Crosswalks Provide a Pedestrian a False Sense of Security



supporting the future





Reasons to Control Access to Equipment Rooms



- High potential for injury from rotating equipment, electrical shock, pressurized systems, etc. for personnel unfamiliar with building systems
- Potential for tampering with system controls and adversely affecting system operation
- Increased access decreases accountability of contractor responsible for the condition of the equipment room
- Increased access increases the likelihood of using equipment rooms as storage locations or as places to dispose of unwanted furniture
- If equipment room has an outside door, high likelihood of it becoming a short cut path or a path for smokers to use during inclement weather

SCRS Review

Dennis Davis/QS50

February 27, 2002

Team Members

- **Managers**
 - Jim Carter
 - Pete Allen
 - Edwin Jones
 - Bradley Waits
- **SH&E Professionals**
 - David Thaxton
 - Dennis Davis
 - Vyga Kulpa
 - Jimmy Hill
 - Brents Pepper
- **Building Managers**
 - Joyce Eagan
 - Gene Hartsfield
 - Jim Lindsay
- **Organization Safety Representative**
 - NanceJo Ogozalek
 - Billy Caldwell
 - Alberto Duarte
- **Training Office**
 - Pat Schultz
- **Employees**
 - Brenda Sands
 - Sandra Dickerson
 - Ronnie Newton
 - Flavious Dutton
 - Steven Devaney

Process Used

- Electronic Meeting System (EMS)
- Identified
 - Strengths
 - Weaknesses
 - Opportunities
 - Threats
- Prioritized Weaknesses and Threats
- Brainstormed Corrective Actions for Top Issues
- Developed Proposed Improvement Plan

Top Weaknesses/Threats Identified

- No Boundary on What Can Be Submitted
- People are not Aware of Proper Utilization
- Items That Can't be Controlled (like Army Issues) Keep Being Re-opened
- No Means to Reject a Concern
- Many Items could be Fixed by a Simple Work Order
- Responsible Person Assignment Process Inadequacies
- No Formal Means to Resolve Disagreements
- No Due Date Requirements for Assignees
- Takes Too Long to Correct Issues

Proposed Improvement Plan

- Increase Employee Awareness
 - Initiate An Immediate Awareness Campaign (SHE Communication Committee)
 - Once a year, review SCRS in Supervisors Safety Meetings (SHE Communication Committee)
 - Include SCRS in New Employee and New Supervisor Training (SHE Training Committee)
- Add a Screening Questionnaire Giving Submitter Options/Links for Building Manager Assistance, Work Order, and Suggestions (Teresa Durette)
- Establish an Employee Peer-Team to Resolve Problem SCRS (MSAT)

Proposed Improvement Plan (cont.)

- Increase Coordination/Communication between SHE Specialists, Building Managers and Submitters (SHE Specialist)
- SHE Representative Visit Site before Assigning SCRS (SHE Specialist)
- Develop Process for Working Issues with Army and other Outside Representatives (Government & Community Relations)
- Develop SCRS Software to Notify Reviewer of Previous Similar Submittals (Teresa Durette)

Proposed Improvement Plan (cont.)

- Establish Due Date Requirements for each Phase of the SCRS Process with Automatic Assignee and Management Notifications (Industrial Safety Department)
- Develop and Report SCRS Closure Metrics at SHE Committee (Industrial Safety Department)
- Count Safety Work Orders in SCRS Metrics (Facilities and Industrial Safety Departments)

MSFC Safety Data

(Current as of February 27, 2002)

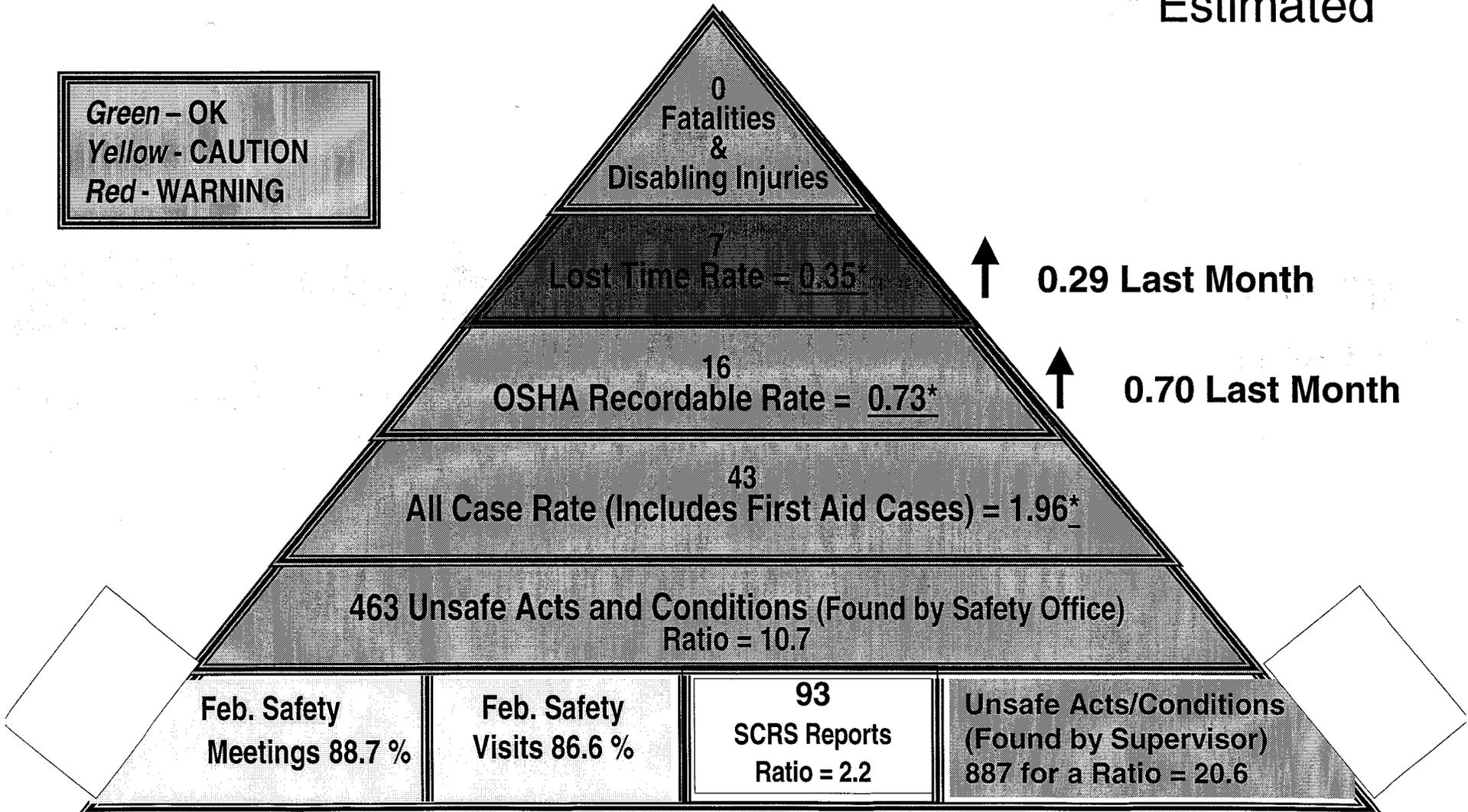
-
- **Mishap Statistics**
 - **Trailing Indicators**
 - **Leading Indicators**
 - **Lost-times Since Last Meeting**
-

MSFC Team Metric - Personnel Safety

Data for FY02

* Estimated

Green - OK
 Yellow - CAUTION
 Red - WARNING

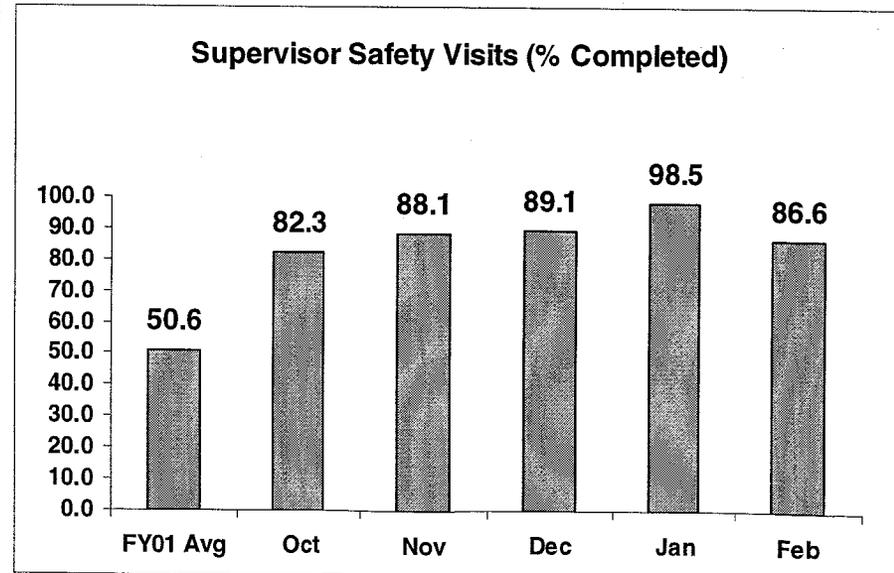
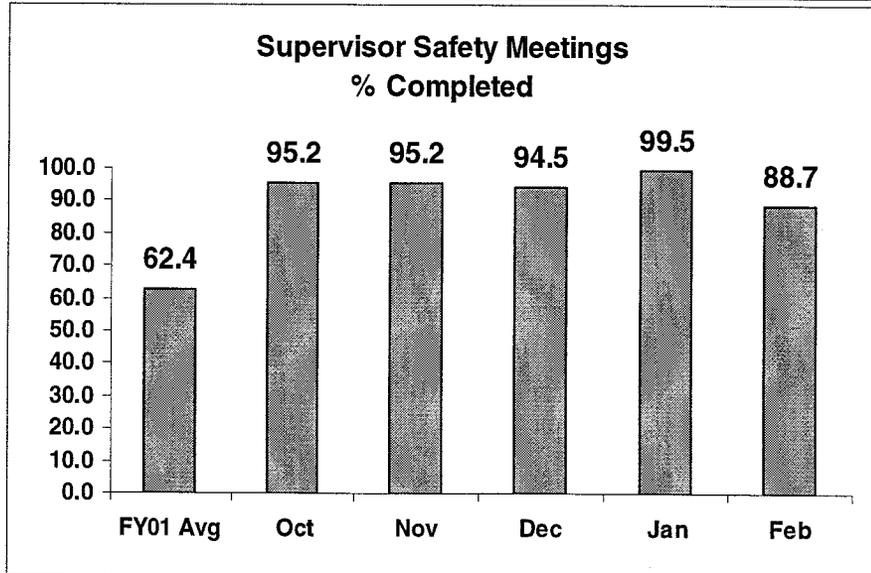
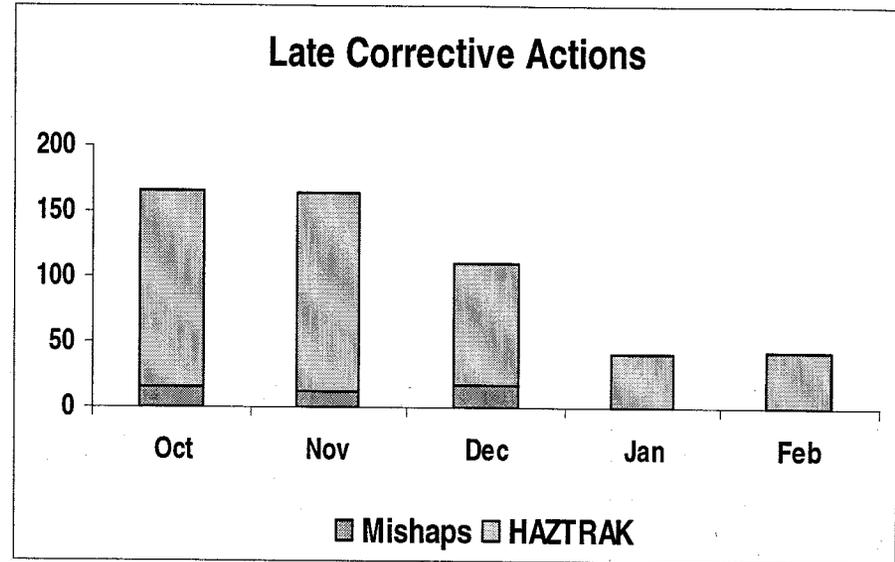
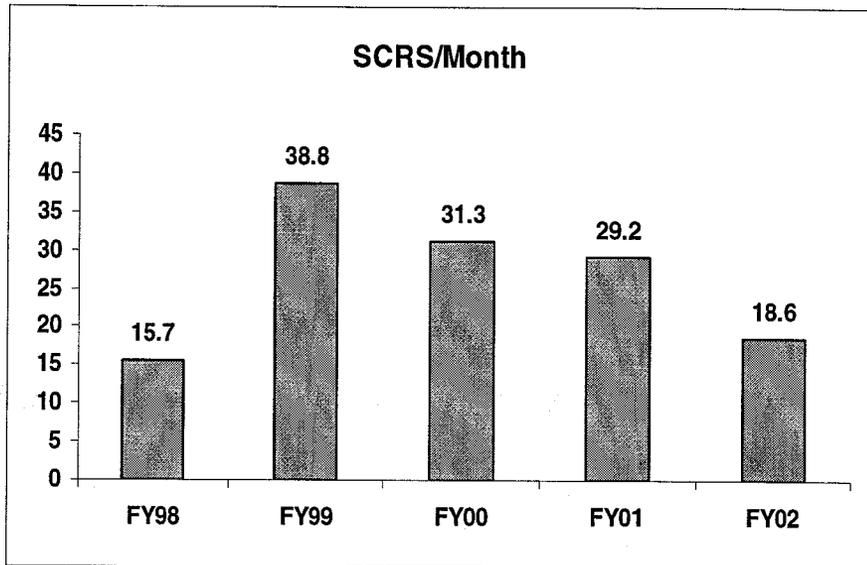


MSFC Team Metric Key

Metric	Green	Yellow	Red
Type A & B Cases	0	N/A	> 0
Lost-Time Cases	0 to .10	.101 to .20	> .20
OSHA Recordable Cases	< 1.0	1.01 to 1.50	> 1.50
All Cases (Includes First Aids)	< 2.0	2.01 to 3.00	> 3.00
Safety Office Finding Ratio*	>4	3-4	<3
% Of Required Safety Meetings	> 90%	80 to 90%	<80%
% Of Required Safety Visits	> 90%	80 to 90%	<80%
SCRS Ratio*	>3.0	1.5-3.0	<1.5
Supervisor Findings Ratio*	>10	5-10	<5

* Ratio of number of findings or concerns to the number of all cases.

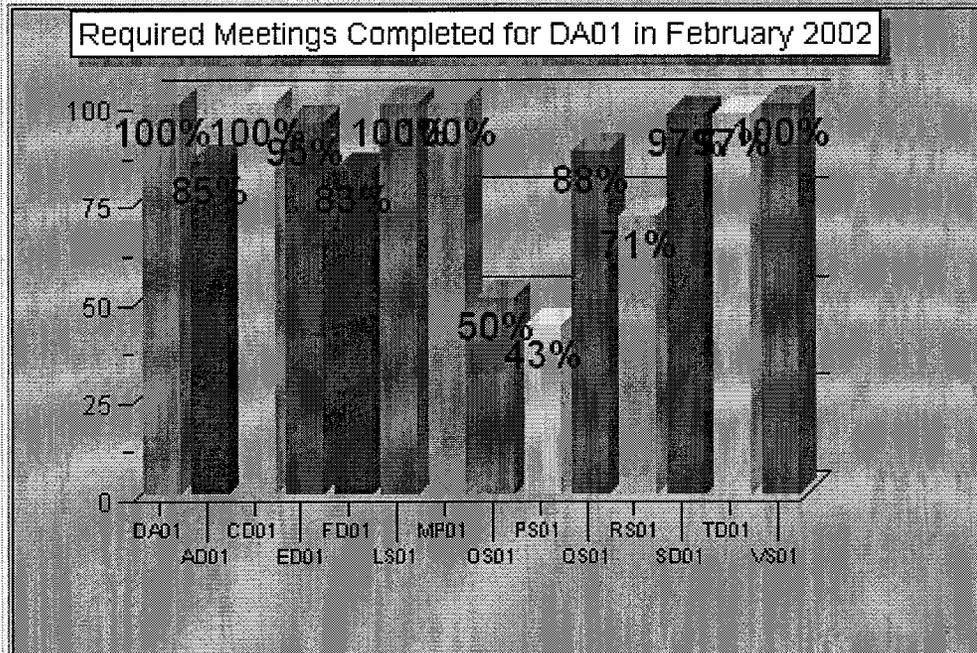
Team Metrics - Leading Indicators



Supervisors Safety Web Page

STEPHENSON, DA01

Percentage of Required Meetings Completed for DA01 in February 2002



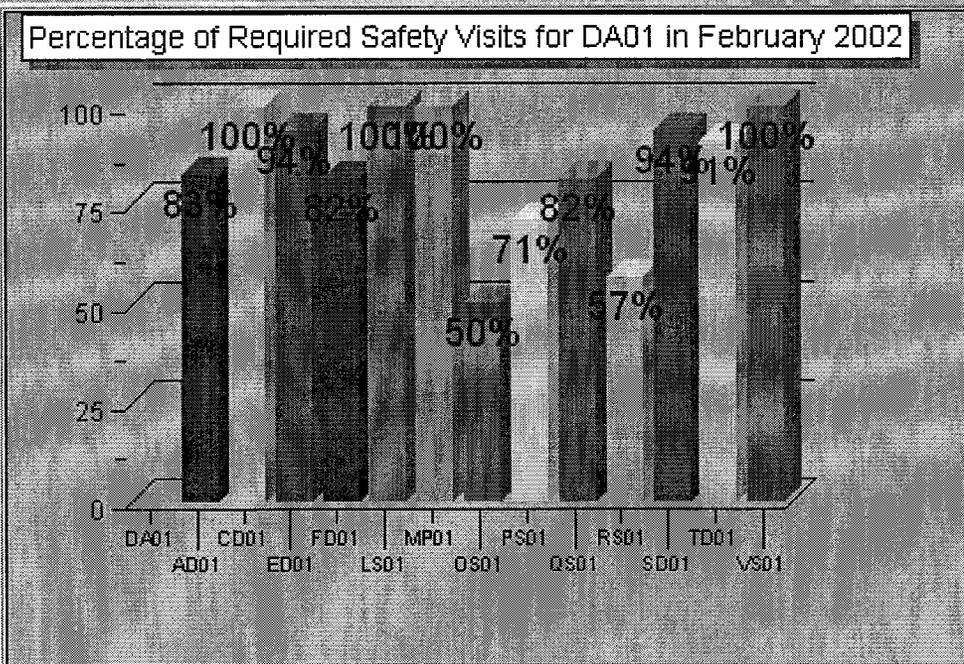
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Org	Percent	Req'd Meetings	Req'd Meetings Held
DA01	100.0%	1	1
AD01	85.0%	80	68
CD01	100.0%	14	14
ED01	95.2%	83	79
FD01	83.0%	100	83
LS01	100.0%	1	1
MP01	100.0%	10	10
OS01	50.0%	2	1
PS01	42.9%	7	3
QS01	88.2%	17	15
RS01	71.4%	7	5
SD01	96.8%	31	30
TD01	97.0%	33	32
VS01	100.0%	2	2
Total	88.7%	388	344

Supervisors Safety Web Page

STEPHENSON, DA01

Percentage of Required Safety Visits for DA01 in February 2002



Click on a highlighted bar or an orgcode to drill down

Org	Percent	Req'd Visits	Req'd Visits Held
DA01	0.0%	1	0
AD01	82.5%	80	66
CD01	100.0%	14	14
ED01	94.0%	83	78
FD01	82.0%	100	82
LS01	100.0%	1	1
MP01	100.0%	10	10
OS01	50.0%	2	1
PS01	71.4%	7	5
QS01	82.4%	17	14
RS01	57.1%	7	4
SD01	93.5%	31	29
TD01	90.9%	33	30
VS01	100.0%	2	2
Total	86.6%	388	336

AREA	2002	Open Findings		Abatement Plans	
		In Work	Late	In Work	Expired
AD01	1	1	2	1	0
AD10	9	0	0	0	0
AD20	37	28	0	1	0
AD30	12	5	0	0	0
AD40	23	4	0	8	0
AD50	0	0	0	0	0
CD	0	0	0	0	0
ED	186	168	8	5	1
FD	80	70	8	0	0
MP	0	0	0	0	0
SD	112	89	2	9	1
TD	3	3	0	0	0
RS	0	0	11	0	0
NSSTC	0	0	1	0	0
Total	463	368	32	24	2

Terminology

Findings

In Work - Findings that are ≤ 45 days old and have not been Closed.

Late - Findings > 45 days old and no Abatement Plan or closure message associated with them

Abatement Plans

In Work - Abatement Plan is in place and ECD in the future

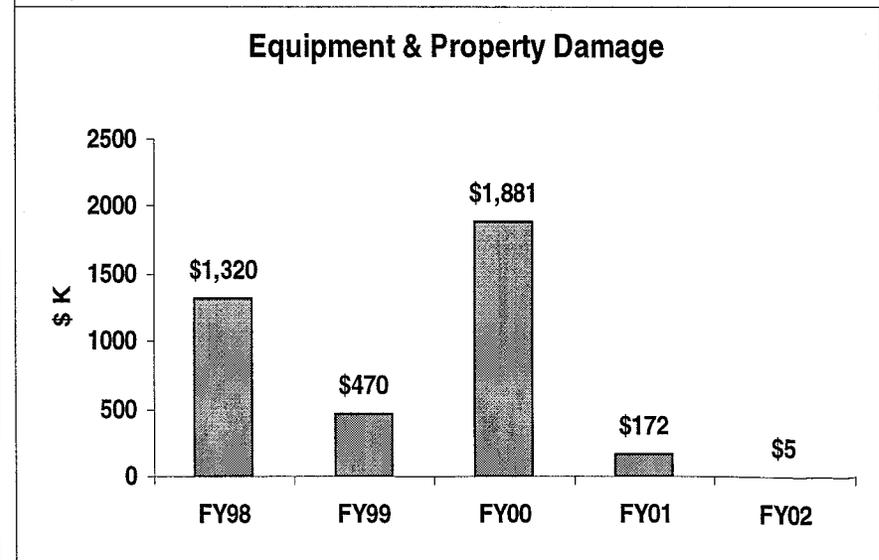
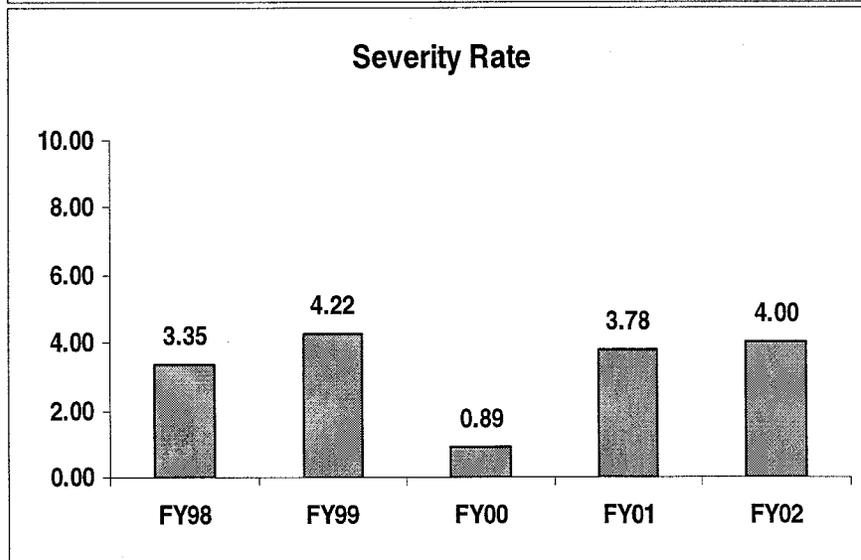
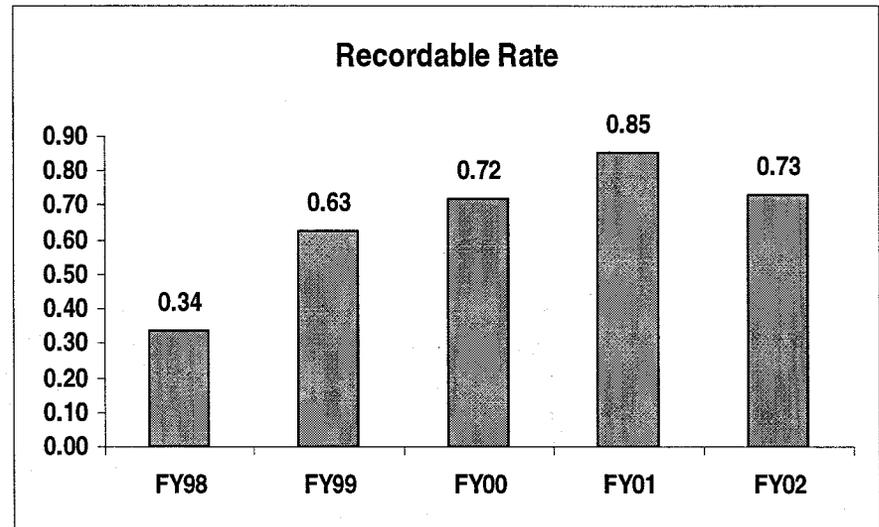
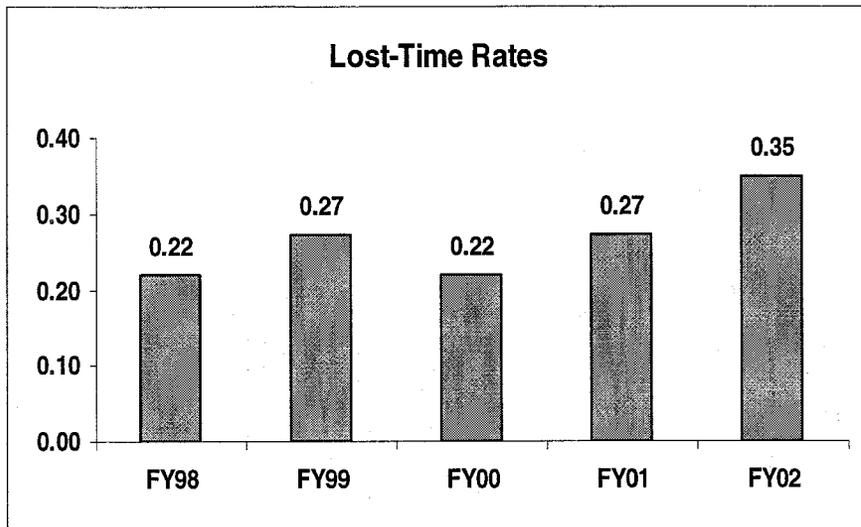
Expired - Abatement Plan ECD has passed

CY2001 = 1397

NOTE: > 15 Late goes Red

Team Metrics - Trailing Indicators

Lower is Better!



Responsible Organization	Open Mishap Cases		Corrective Actions		
	Total	New	Total	New	Late
AD01	2	0	2	0	0
CD01					
ED01	5	1	8	1	0
FD01					
LS01					
MP01					
OS01					
PS01	1	1	1	1	0
QS01	1	0	3	3	0
RS01					
SD01	2	0	11	0	0
TD01					
VS01					
UP01					
Totals:	11	2	25	5	0

FY02 Lost-Time Mishaps (2-27-02)

- 10/3/01** Employee was riding a John Deer Gator and injured back. Lost 2 days
- 11/04/01** Employee bent over to pick up a 3-foot piece of cable and felt pain in back. Lost 5 days, 10 restricted days
- 11/20/01** Employee caught shoe in crack between floor tiles, slipped and fell, landing on right leg. Lost 1 day
- 12/6/01** Employee lost footing and fell down last two steps, fractured right ankle – Lost 57 days and counting
- 12/3/01** Employee tripped over concrete parking curb, injuring left wrist. Became lost time on 1/17/02 because surgery was required – Lost 3 days

New Lost-time Cases Since the Last SHE Meeting

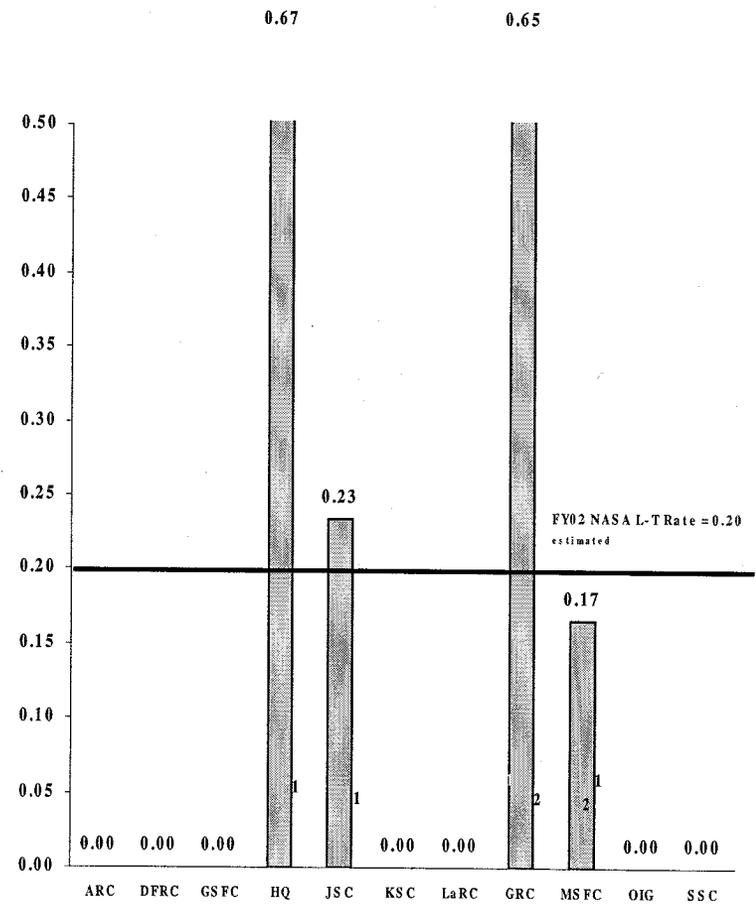
- 1/18/02** Employee suffered allergic reaction to mold in work area – Lost 15 Days
- 2/21/02** Employee experienced severe back spasms under shoulder blades after sitting in numerous meetings – Lost 5 Days and Counting

■ Slips/Trips/Falls (1) ■ Back Injury (2) ■ Other (0)

BACKUP DATA

FY2002 NASA Reportable Lost-Time Mishaps

NOTE: Data is not current
for all NASA Centers



Off-Site Mishaps - Corrective Action Closure

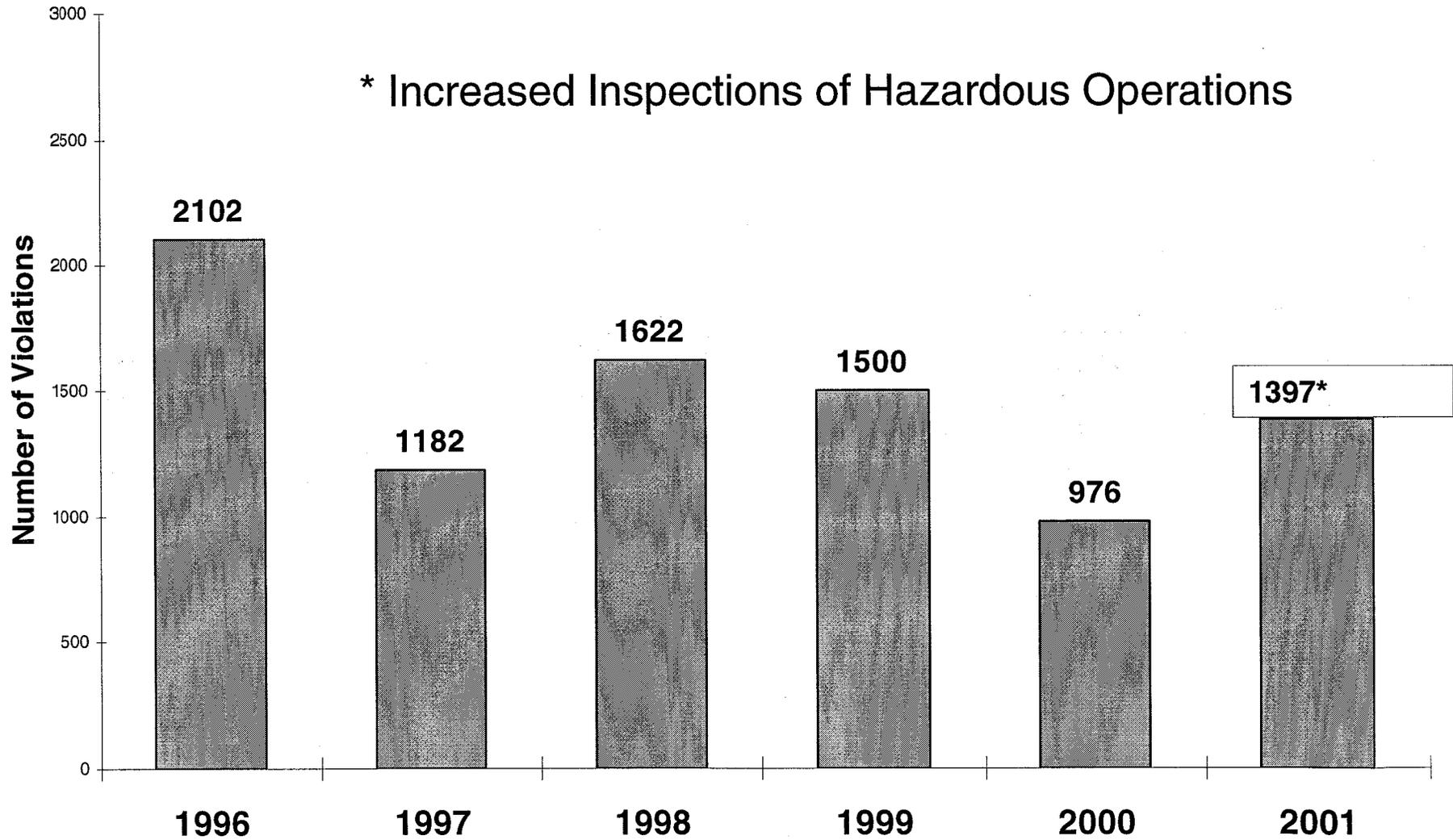
(2/27/02)

Responsible Organization	Open Mishap Cases		Corrective Actions		
	Total	New	Total	New	Late
MAF	*1	0	0	0	0
Pratt- Whitney	1	0	+	+	0
Rocketdyne- Canoga	15	3	4+	1+	?
Thiokol	2	1	13+	+	?
USA/KSC	2	1	+	+	0
Totals:	21	5	17+	1+	0

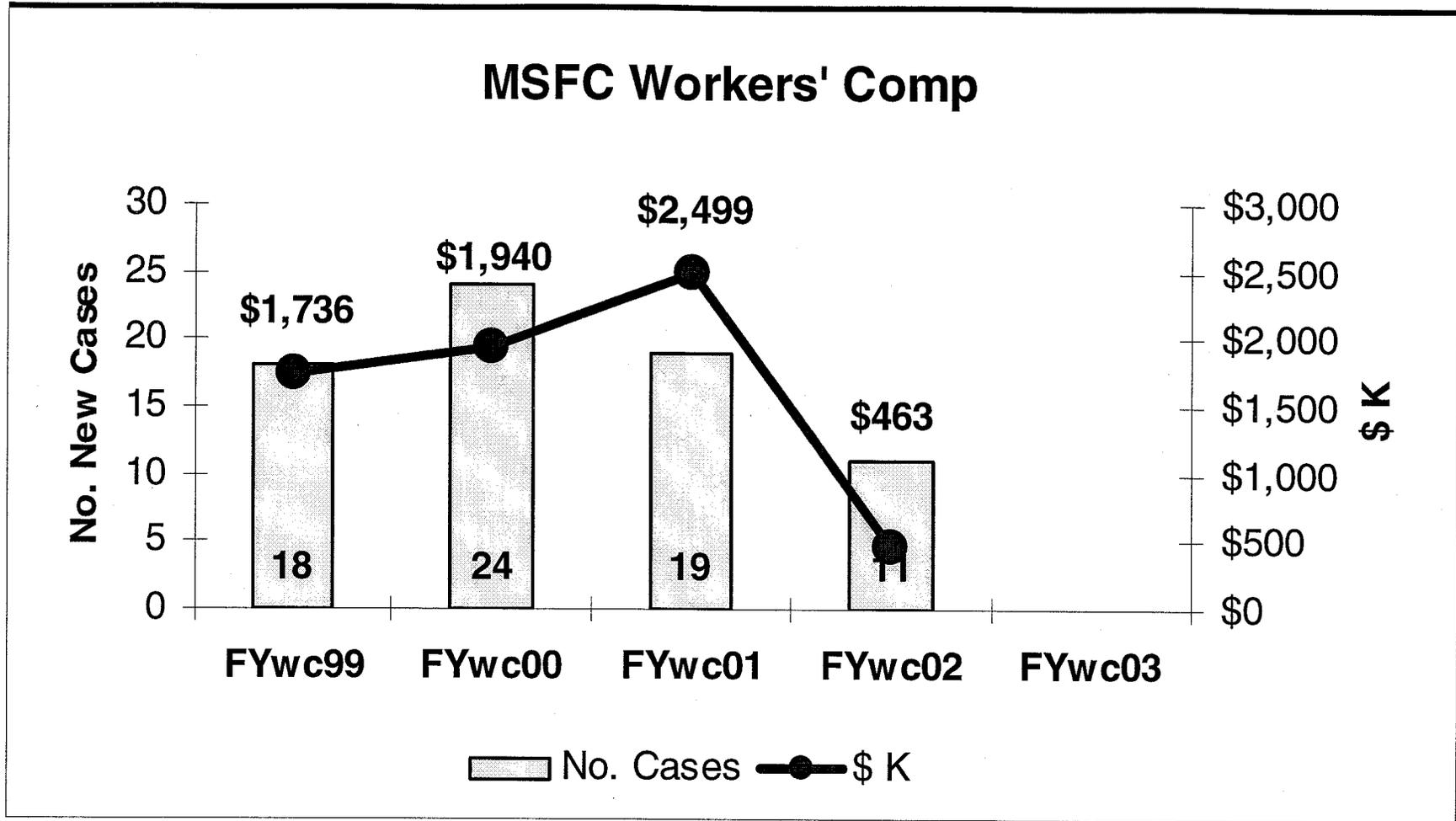
+ Indicates Mishap Case requires Corrective Action(s)

* Awaiting Number of Lost Days (Continuing)

Safety Inspection Trends (1-08-02)



Workers Compensation Trends (1-09-02)



**Workers Comp Data is for MSFC Civil Service only.
 (Contractors keep their own data.)**

SH&E "AREA" COMMITTEE
OPEN ACTIONS & ACTIONS CLOSED SINCE LAST MEETING
February 27, 2002

ACTION NO.	ISSUE/CONCERN	POINT OF CONTACT	ACTIONEE	FINAL PRODUCT	DATE OPEN	ECD	STATUS
A-0058	Two incidents involving visitors to MSFC were reported. Safety training for MSFC visitors is needed.	Jim Ellis QS01	Dennis Davis QS50	Safety video for showing to all MSFC visitors.	02-09-00	04/01/02	Filming complete. Present to Film Review Board today. Minor changes needed.
A-0127	Rick Helmick requested that a sidewalk be considered between 4207, 4306 & 4727.	Rick Helmick/AD30	Edwin Jones/AD20	Investigate the feasibility of installing a sidewalk between Buildings 4207, 4306, and 4727.	11/28/01	02/15/02	Reported today.
A-0129	Jim Carter raised a concern that closure of some SCRS is out of our control, such as concerns in Army controlled or off-site areas.	David Spacek/QS50	Dennis Davis/QS50	Establish team to review the SCRS process and recommend improvements.	1/09/02	3/01/02	Team met and developed improvement action plan. Presented today.
A-0130	Bobby Hubbard/TD reported that he had identified 64 other parking stops in walking paths similar to the one at 4561 that cause a lost time mishap.	Axel Roth/DE01	Dennis Davis/QS50	Inspect all facilities at MSFC for similar tripping hazards.	2/01/02	2/27/02	Recommend closure. Seven (7) other locations identified. Submitted to Building Managers for action, tracking in HAZTRAK.
A-0131	Dennis Davis raised a concern that the safety meeting/visit metrics keep changing due to late inputs. The committee approved locking metrics at end of month.	Axel Roth/DE01	Dennis Davis/QS50	Communicate to supervisors that safety meeting/visit metrics will be frozen on last day of month.	2/01/02	2/27/02	Recommend closure. Due to significant changes required in programming, best to leave it like it is.
A-0132	Edwin Jones reported that several locations on Center have crosswalk safety concerns.	Axel Roth/DE01	Edwin Jones/AD01	Review crosswalk issue and report recommendations to the Committee.	2/01/02	2/27/02	Reported today.

	Axel suggested that crossing lights might help.						
A-0133	ED reported that numerous close calls have occurred at the intersection of Dodd and Fowler Roads. The Army has agreed a flashing light is needed but no action has been taken.	Axel Roth/DE01	Edwin Jones/AD01	Work with Army to resolve the traffic light issue at Dodd and Fowler Roads.	2/01/02	4/01/02	Reported today.
A-0134	ED raised a question about Building Managers need to have keys to equipment rooms for inspections. Several pros and cons were discussed.	Axel Roth/DE01	Edwin Jones/AD01	Work with Building Managers to establish policy on their access to equipment rooms.	2/01/02	4/01/02	Reported today.