

August 3, 2004

QD50 (04-047)

TO: Distribution

FROM: QD50/Rondal C. Mize

SUBJECT: Minutes of the MSFC Safety, Health, and Environmental Committee Meeting – July 14, 2004

The Safety, Health, and Environmental (SHE) Committee met at 2:00 p.m. on Wednesday, July 14, 2004, in Building 4201, Conference Room 437. The attendance list is maintained on file in the Industrial Safety Department (4201/117). The agenda for the meeting is attached as Enclosure 1.

Opening Remarks (Nance Jo Ogozalek/Chairperson)

Nance Jo welcomed everyone to the meeting.

SHE Moment (Dennis Davis/QD50)

Dennis briefed on Tornado Safety including myths and misconceptions, storm shelters, and showed an example of a storm shelter, built as a usable closet, in a residential home during construction. The chart presentation is attached as Enclosure 2.

Special Reports

MSFC Facilities Risk Assessment Status Report (Ryan Lang/SHARP/QD50)

Ryan provided a very informative status briefing on developing a system to identify residual risks of hazardous operations within Marshall Facilities. To date, Ryan and Dennis Davis/QD50 have identified 81 risks through field inspections in 51 facilities. To document and track these risks, Ryan used Electronic Project Online Reporting Tool, ePort, which uses five risk categories. For each risk identified, a Risk Mitigation plan is developed. For example, in Building 4728, “extend sprinklers to cover full area in storage room.” The chart presentation is attached as Enclosure 3.

Third Party Assessment Status (Dennis Davis/QD50)

Since Keith Cornett/ED14 was not available, Dennis provided a brief status. Marshall Procurement is currently negotiating a contract with STAR Consultants to assess our SHE Program during the week of September 20, 2004. As in 2001, the assessment will review Marshall SHE documents; perform interviews with employees and facility inspections; and provide numerical ratings. The plan is to arrange for STAR Consultants to return a year later to measure progress.

SHE Committee Status Reports (Nance Jo Ogozalek/ED33)

Nance Jo addressed the SHE Committee status. Significant items included: (1) the minutes for the May 26, 2004 and June 9, 2004 were approved; (2) status of SHE Program Improvement Target Corrective Actions; (3) status of the FY 2004 SHE budget – with a firm cost established for Automatic External Defibrillators (AED), the purchase order can be increased to purchase two more than originally planned, for a total of seven; and, (4) summarized plans to attend the Voluntary Protection Program Participants' Association (VPPPA) Conference, August 29 through September 2 – attendees discussed the merits of attending this conference. Even though Marshall elected to use the Independent Third Party instead of going for VPP Star, the VPP elements are used to measure the SHE Program and if Marshall decides to apply for VPP Star in the future, we will be on track; (5) Safety Day – see New Business. The chart presentation is attached as Enclosure 4.

Directorates with Hazardous Operations

Space Transportation Directorate (Jeff Hamilton/TD72)

Jeff reported on the Space Transportation Directorate. The chart presentation is attached as Enclosure 5.

Science Directorate (Tom Dollman/SD01)

Tom reported on the Science Directorate. The chart presentation is attached as Enclosure 6.

Flight Projects Directorate (Paige Vaughn/FD22)

Paige reported on the Flight Projects Directorate. Following a short discussion about a malfunctioning elevator in Building 4708, which was reported safe by the Facilities Engineering Department (FED), the consensus of the attendees was that FED should be requested to re-visit the problem. The chart presentation is attached as Enclosure 7.

Engineering Directorate (Steve Whitfield/ED36)

No report. Nance Jo requested Steve to communicate to Wendell Colberg/ED30 a requirement to report on the Engineering Directorate at the SHE Committee Meeting on July 28, 2004.

Center Operations (John Nebrig/AD62)

John reported on Center Operations. Note: Cathy Miller/AD62 attended the opening of the meeting, but had to leave to make periodic announcements regarding the pending stormy weather. The chart presentation is attached as Enclosure 8.

Facilities (Jimmy Cobb/AD24)

Jimmy provided a progress report on the labeling of pipes in Marshall facilities. Jimmy reported that FED had completed labeling in 101 instances, 40 more are in work, currently working in Buildings 4777 and 4708, and that there are 24 buildings remaining.

Subcommittee Reports

Wellness and Ergonomics (Beth Skidmore/ED42)

Beth gave a brief report on Wellness and Ergonomics subcommittee. The subcommittee recently met and discussed plans for a "stroll" for Safety Day, and that pedometers have been ordered as giveaways during Safety Day.

Safety Assessment (Linda Myszka/MORGAN)

Linda reported that the subcommittee continues to work on MWI 8715.15, “MSFC Safety Assessment Program.” The committee is combining several existing MWIs and is expected to complete the task shortly.

As a separate informational issue, but relating to NASA policy documents, Tom Dollman/SD01 briefly addressed the MSFC Document Control Board (DCB) instructions for all OPR’s to review all Marshall policy documents and instructions to meet the new NASA directive, to “remove the ambiguity regarding requirements within Marshall Procedures and Guidelines (MPG), and rid the system of all policy or procedure documents that are no longer required.” This is consistent with the change from NASA Procedures and Guidelines (NPG) to NASA Procedure Requirements (NPR). Policy statements not required (unable to apply the word “shall”) must be removed or moved to a guidelines appendix or another type document. Centers are required to review and change all documents within the next 120 days.

Radiation

No representative present.

Pressure Operations (Jack Caudle/AD22)

Jack reported on the pressure system subcommittee activities to include plans to recertify Building 4659, the High Pressure Gaseous Nitrogen (GN2) Facility. The chart presentation is attached as Enclosure 9.

Machine Shops (Todd Macleod/SD22)

Todd reported that the subcommittee plans to purchase wash bottles and safety glasses for Machine Shops.

Lockout/Tagout (Dennis Davis /QD50)

Dennis reported that the revised MWI 8715.2, “Lockout/Tagout Program” was approved by the Document Control Board (DCB); however, the DCB requested Jimmy Hill/QD50 to review and make appropriate corrections required by the recent NASA instructions to remove the ambiguity regarding requirements; where applicable change, “should” to “shall.”

Lifting Devices and Equipment (Kyle Daniel/QD50)

Kyle reported on a recent training course that he attended at Georgia Tech on cranes. According to the instructors, planning is ongoing to require all Mobile Crane operators to be “certified” under a Nationwide system. The Industrial Safety Department/QD50 is reviewing the requirement for buzzers/horns when the overhead cranes are in motion.

Chemical Operations (Nance Jo Ogozalek/ED33)

Nance Jo reported on the Chemical Operations subcommittee activities. Of significance is that this subcommittee is a combination of the former Laboratory Operations and Hazardous Chemicals and Materials subcommittees. The chart presentation is attached as Enclosure 10.

Cryogenics (Barrie Peters/MORGAN)

Barrie reported that current Cryogenics subcommittee members are conducting a membership campaign.

Contractor Safety Forum (CSF)

No representative present.

Building Managers (Kevin Vellacott-Ford/NSSTC)

There was no report from Kevin; however, Dennis Davis/QD50 reported that he was working on a log of open actions assigned to the newly formatted Building Managers subcommittee.

Existing Actions (Dennis Davis/QD50)

Dennis reported on existing actions. The chart presentation is attached as Enclosure 11

New Business – Open Floor (Nance Jo Ogozalek/Chairperson)

Dennis Davis/QD50 reported that unlike the 4200 complex, other Center facilities do not have closed containers designated for disposal of lunch time garbage – Employees, Center wide, commonly deposit this type garbage in office, open trash receptacles, which could create a health and bug problem when left overnight, especially over a weekend.

ACTION SHE-04-010: Survey Building Managers for a need for closed containers for disposal of lunch-time garbage. (Kevin Vellacott-Ford: Report by 08-11-04)

With Safety Day 2004 scheduled for a four-hour period on October 20th, Nance Jo requested attendees think about setting up and manning a SHE Committee booth. The Marshall Safety and Health Action Team (MSAT) chairperson, Monte Gravunder/Mainthia stated that MSAT could set up a booth next to a SHE booth and make emergency information badges.

Nance Jo asked attendees if they wanted to present an appreciation gift to the recently retired Axel Roth, who served as the Senior Management Mentor to the SHE Committee. The consensus was that the SHE Committee should, but there was uncertainty about what would make a suitable gift.

ACTION SHE-04-011: Research ideas for a suitable gift to be presented to Axel Roth. (Kyle Daniel/QD50: Report by 07-28-04)

The next SHE Committee Meeting is scheduled for July 28, 2004, at 2:00 p.m. in Building 4200, Conference Room P110.

*Original signed by
Dennis Davis for*

Rondal C. Mize
Manager
Industrial Safety Department

11 Enclosures

Distribution:
SHE Committee Members
SHE Web Page

ENCLOSURE 1
SHE Practitioner Subcommittee and Directorates with Hazardous Operations
MEETING AGENDA - **Wednesday, July 14, 2004**
2 pm, Building 4201, Room 437

Open Meeting (Nance Jo Ogozalek / Chairperson)

SHE Moment (Dennis Davis/QD50)

Special Reports

- ❖ **MSFC Facilities Risk Assessment Status Report (Ryan Lang/SHARP/QD50)**
- ❖ **3rd Party Assessment Status (Keith Cornett/ED14)**

SHE Committee Reports (Nance Jo Ogozalek / Chairperson)

- ❖ **Meeting Minutes - May 26, 2004 and June 9, 2004**
- ❖ **Budget Update**
- ❖ **VPPPA Conference**
- ❖ **Safety Day**

Directorates with Hazardous Operations

(Include status for SHE Action # 02-020: Program Improvement Targets, SHETrak, SCRS, Mishaps & Close Calls, and Budget requests)

((Send charts electronically to Lisa Zandler, HEI))

- ❖ **Space Transportation Directorate (Jeff Hamilton/TD72)**
- ❖ **Science Directorate (Tom Dollman/SD01)**
- ❖ **Flight Projects Directorate (Paige Vaughn/FD22)**
- ❖ **Engineering Directorate (Wendell Colberg/ED30)**
- ❖ **Center Operations (Cathy Miller/AD62)**
- ❖ **Facilities (Jimmy Cobb/AD24)**

Subcommittee Reports

(Include status for SHE Action # 02-020: Program Improvement Targets and Budget requests)

((Send charts electronically to Lisa Zandler, HEI))

- ❖ **Wellness & Ergonomics (Beth Skidmore)**
- ❖ **Safety Assessment (Linda Myszka)**
- ❖ **Radiation (Brian Ramsey)**
- ❖ **Pressure Operations (Jack Caudle)**
- ❖ **Machine Shops (Todd Macleod)**
- ❖ **Lockout - Tagout (T.D. Jackson)**
- ❖ **Lifting Devices Equipment (Kevin Primm)**
- ❖ **Chemical Operations (Nance Jo Ogozalek)**
- ❖ **Hazardous Chemicals & Materials (Laurel Karr)**
- ❖ **Cryogenics (Barrie Peters)**
- ❖ **Contractor Safety Forum (Phil Robbins)**
- ❖ **Building Managers (Kevin Vellacott-Ford)**

Existing Actions (Dennis Davis)

New Business

New Actions (Recorder)

Meeting Schedule -

July 28 - Full Committee - 2 pm, Building 4200, P110



SHE Practitioner Subcommittee and Directorates with Hazardous Operations

Tornado Safety

Agenda



Systems Management Office

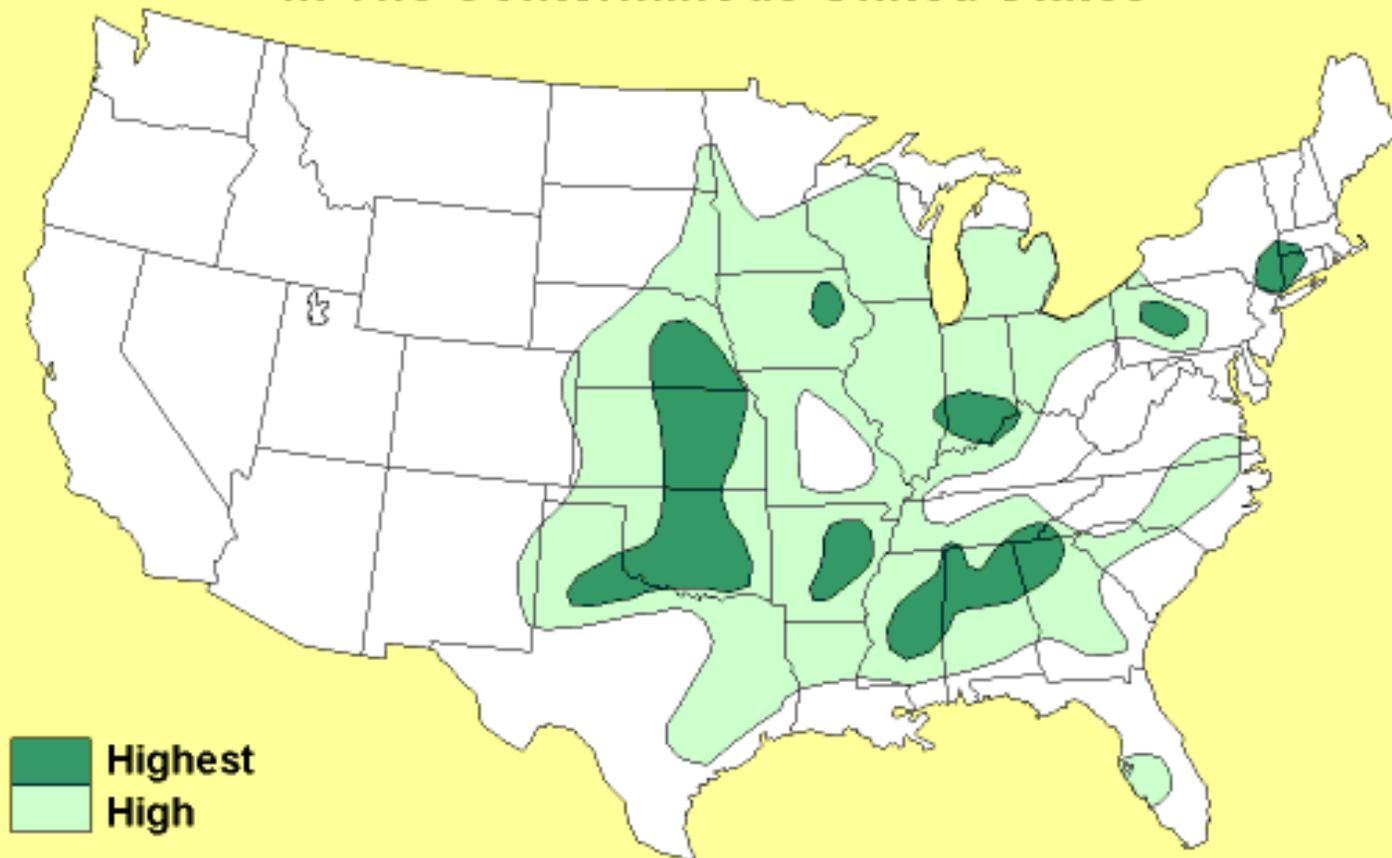
- **Tornado Statistics**
- **Tornado Myths & Misconceptions**
- **Storm Shelters**

Tornado Risk Areas



Systems Management Office

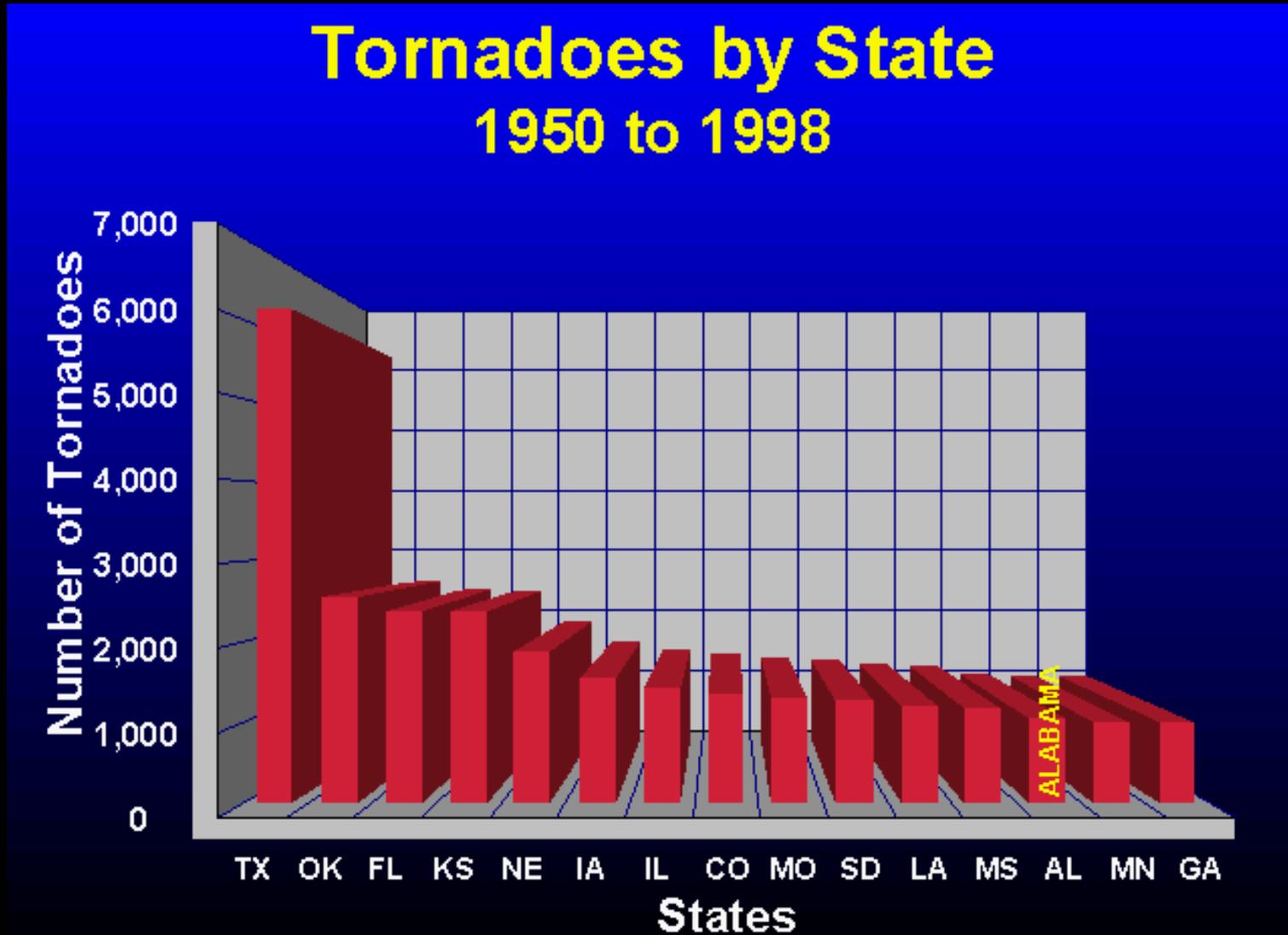
Map Showing Tornado Risk Areas
In The Conterminous United States





Tornadoes By State

Systems Management Office

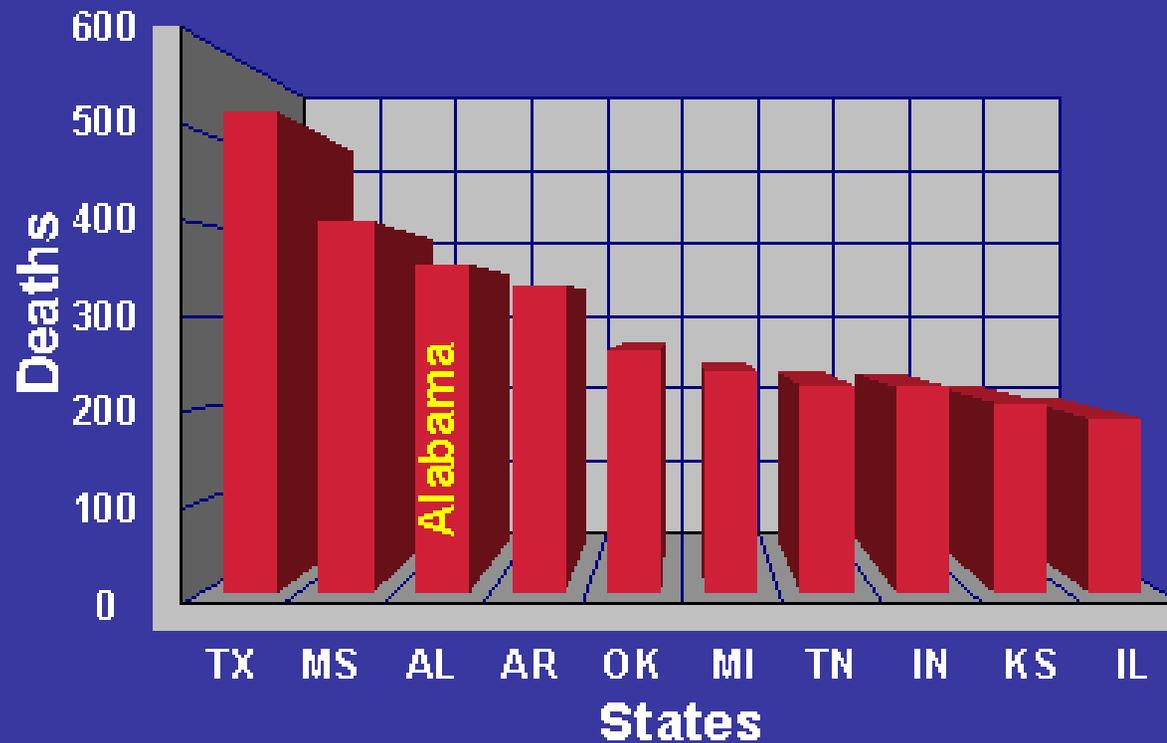


Tornado Deaths By State



Systems Management Office

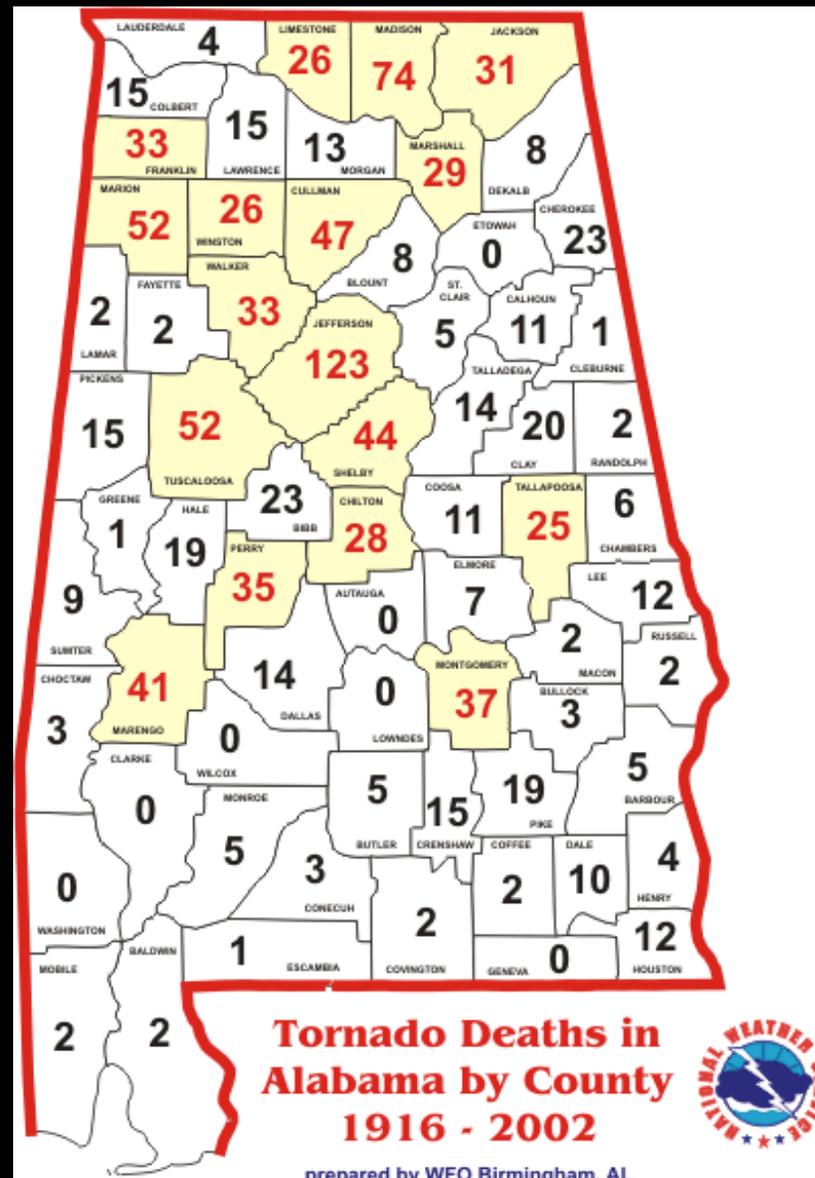
Tornado Deaths by State 1950 to 2002



Tornado Deaths in Alabama by County



Systems Management Office

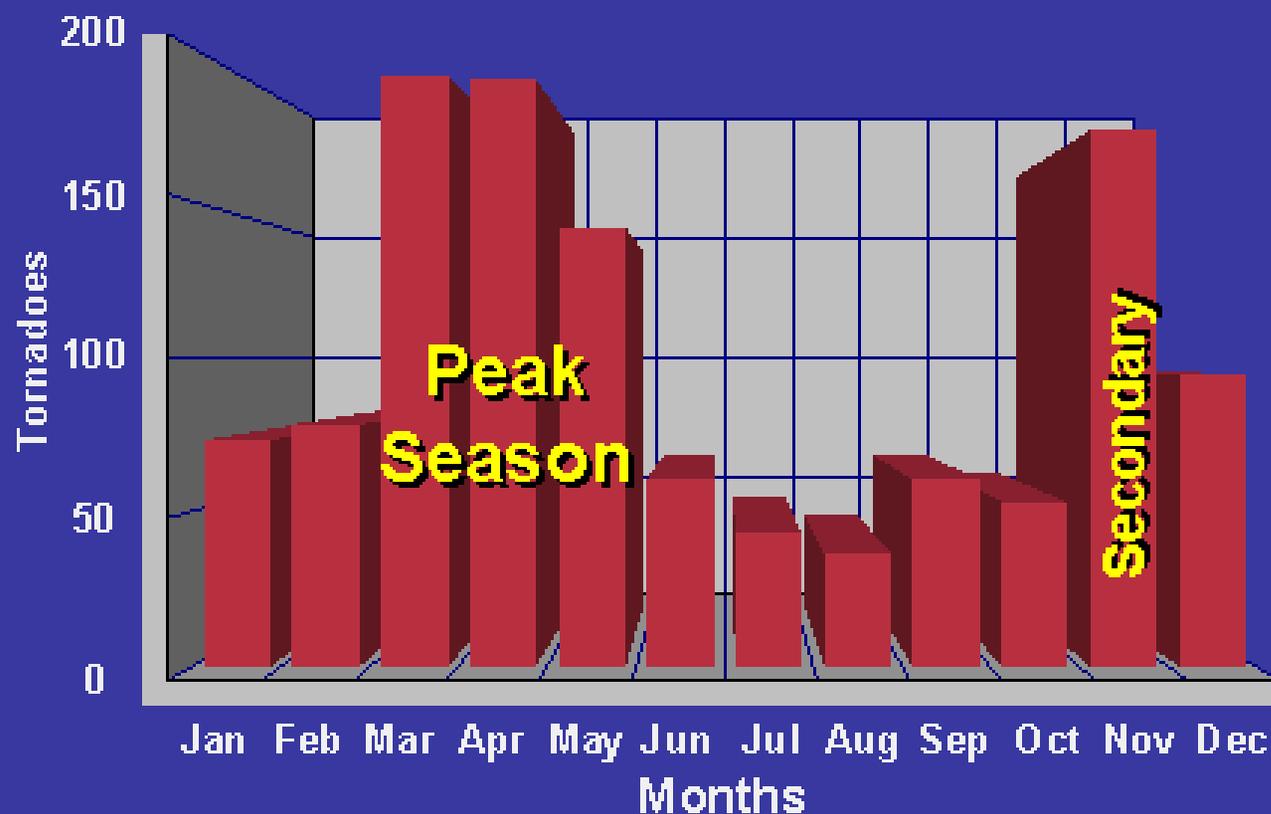


Alabama Tornadoes By Month



Systems Management Office

Alabama Tornadoes by Month 1950 through 2002





Systems Management Office

Tornado Myths & Misconceptions

Tornado Myths & Misconceptions



Systems Management Office

“The southwest corner of a basement is the safest location during passage of a tornado.”

Tornado Myths & Misconceptions



Systems Management Office

The truth is that the part of the home towards the approaching tornado (often, but not always, the southwest) is the least safe part of the basement, not the safest. This is also true of the above-ground portion of the house. In most tornadoes, many more homes will be shifted than will be blown completely free of a foundation. Homes that are attacked from the southwest tend to shift to the northeast. The unsupported part of the house may then collapse into the basement or pull over part of the foundation, or both. Historically, the few deaths in basements have been caused by collapsed basement walls, houses, and chimneys, rather than by debris that was thrown into the basement from the outside.

These assumptions went essentially unchallenged until 1966, when Professor Joseph Eagleman of the University of Kansas undertook a survey after the Topeka tornado of June 8th. Professor Eagleman's objective study showed that the south side and southwest corners, the direction of approach for the Topeka tornado, were the least safe areas, and the north side of homes were the safest both on the first floor and in the basement. He repeated the study after the Lubbock, Texas tornado of May 11, 1970, and the results were even more striking. The southwest portion of the houses were unsafe in 75% of the damaged homes. Being under a stairwell, heavy table, or work bench will afford even more protection.



Tornado Myths & Misconceptions

Systems Management Office

**“Opening windows to
equalize air pressure will
save a roof, or even a home,
from destruction by a
Tornado”**

Tornado Myths & Misconceptions



Systems Management Office

In reality, opening windows is a dangerous and useless waste of time, and could actually be harmful to the house.

To get to the very center of a mature tornado (where the pressure may be low enough to cause some explosive effects), the windows would have to endure 100-200 mph winds in the walls of the vortex. Those winds would be laden with boards, stones, cars, trees, telephone poles, and the neighbor's roof shingles as well as wind pressure of more than 100 pounds per square foot. This barrage would blow more than enough ventilation holes in the building to allow any pressure difference to be equalized.

Even with the windows closed, most houses and commercial buildings have enough openings to vent the pressure difference in the time that it takes for a tornado to pass. The engineering team at Texas Tech's Institute for Disaster Research (Minor et al., 1977) point out that the pressure drop inside a tornado with 260 mph winds is only about 10%, or just 1.4 pounds per square inch.

If the home owner opens the wrong window, air can rush in and exert pressure on the structure from the inside--like blowing air into a balloon. It is unlikely that the resident knows where the construction weak points are.

Tornado Myths & Misconceptions



Systems Management Office

**“Highway overpasses are
a safe place to shelter if
you are on the road when
you see a tornado
coming.”**

Tornado Myths & Misconceptions



Systems Management Office

In the early 1990s, the television crew covering a story was on the way back from the shoot. They saw a tornado, and when they realized it was gaining on them, they parked the car and ran up under the overpass, where several other people had also tried to take shelter. A small tornado was headed straight for them, but tossed around a van before it reached them. The weak tornado passed south of them, but both the experience and the video were very intense.

Since that video clip aired, many people have come to assume that this is a safe shelter, perhaps because the news crew survived. But this is a modern-day myth. Scientists and meteorologists and the emergency management people have become very frustrated with the increasing number of motorists who are doing this routinely. The truth is, any time you deliberately put yourself above ground level during a tornado, you are putting yourself in harms way.

Scientists at the SPC and NSSL knew that it was simply a matter of time until someone was hurt or killed because they chose to climb up underneath an overpass. And on May 4th, that prediction proved to be true. A woman and her child climbed up to shelter beneath the overpass, with several other people, and the intense winds caught her in their grasp. She was carried a half a mile to her death. Her child sustained slight injuries. It is regrettable that this myth could not have been dispelled before someone paid the price with their life.



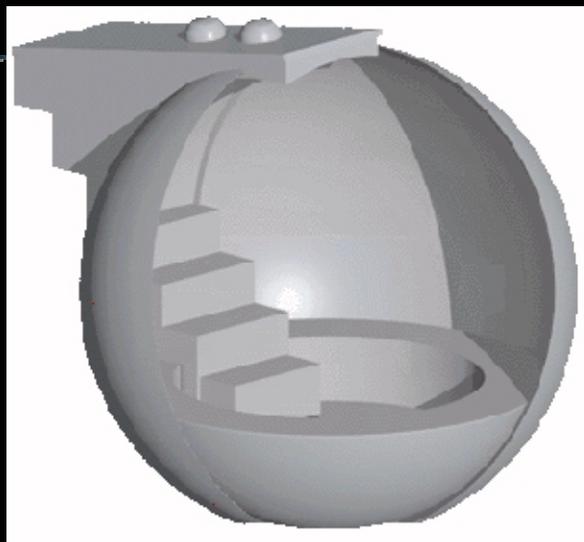
Systems Management Office

Storm Shelters

Fiberglass Storm Shelter



Systems Management Office



\$ 3995.00

**Installed
(Jan. 2000)**

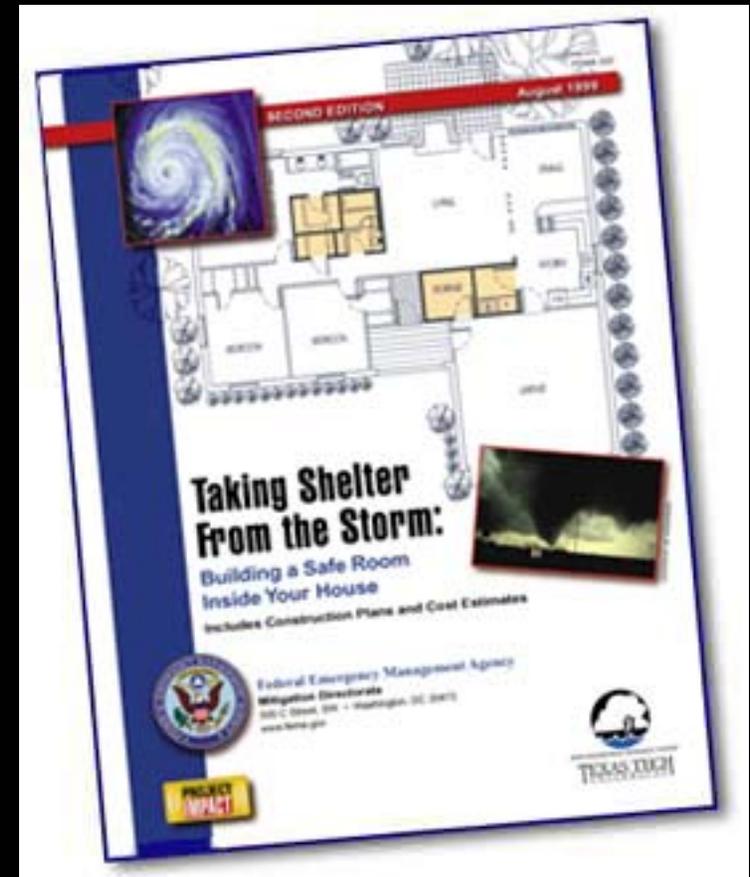
FEMA's Tornado Safe Room



Systems Management Office

When constructed according to the plans, the safe rooms provide protection against winds of up to 250 miles per hour and against 100 mile-per-hour projectiles, according to FEMA Director James Witt. Such wind speeds are rarely exceeded in the United States so the rooms protect their inhabitants against virtually any injury.

With recommendations for both new and existing homes with various types of foundations, the plans call for small (maximum 64 square feet) reinforced wood-frame, concrete or masonry rooms that cost only \$3,000 to \$6,000 in a new home and 20 percent more to retrofit an existing home.



<http://www.fema.gov/fima/tsfs01.shtm>

Rainwater Storm Shelter



Systems Management Office



Rainwater Storm Shelter



Systems Management Office



Rainwater Storm Shelter



Systems Management Office



Rainwater Storm Shelter



Systems Management Office



Rainwater Storm Shelter (Size 8' x 7')

Material List & Costs



Systems Management Office



Re-Bar	560 Ft.	\$ 80.14
8" Block	380	\$ 359.10
Form Block	20	\$ 29.16
Mortar/Sand	10 Bags	\$ 56.70
Block Labor		\$ 400.00
Block Lintel	1	\$ 7.73
Angle Iron Support	16 Ft.	\$ 7.78
3/4" Marine Plywood	2 - 4'x8'	\$ 66.44
Concrete Pump Mix	5.5 Yards	\$ 383.13
Concrete Pump Labor		<u>\$ 327.00</u>

\$ 1717.18

Installed

(Jan. 2000)

Enclosure 3

MSFC Facilities Risk Assessments

Ryan Lang/Dennis Davis

SHARP/QD50

SHE Committee - July 14,
2004

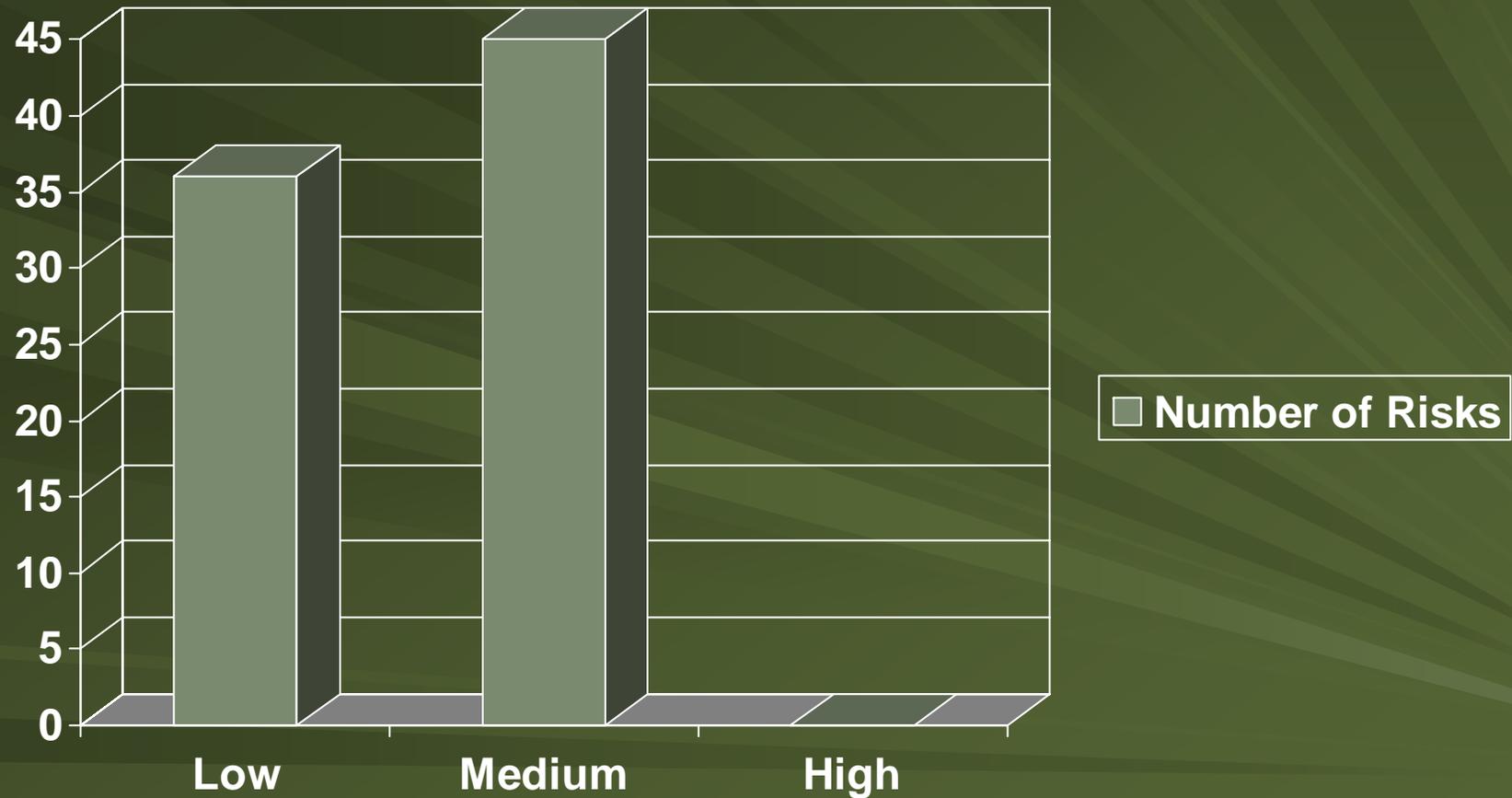
Objectives

- To identify major risks in facilities at MSFC
- To assure management awareness of risk
- To help prioritize and recommend risk mitigations

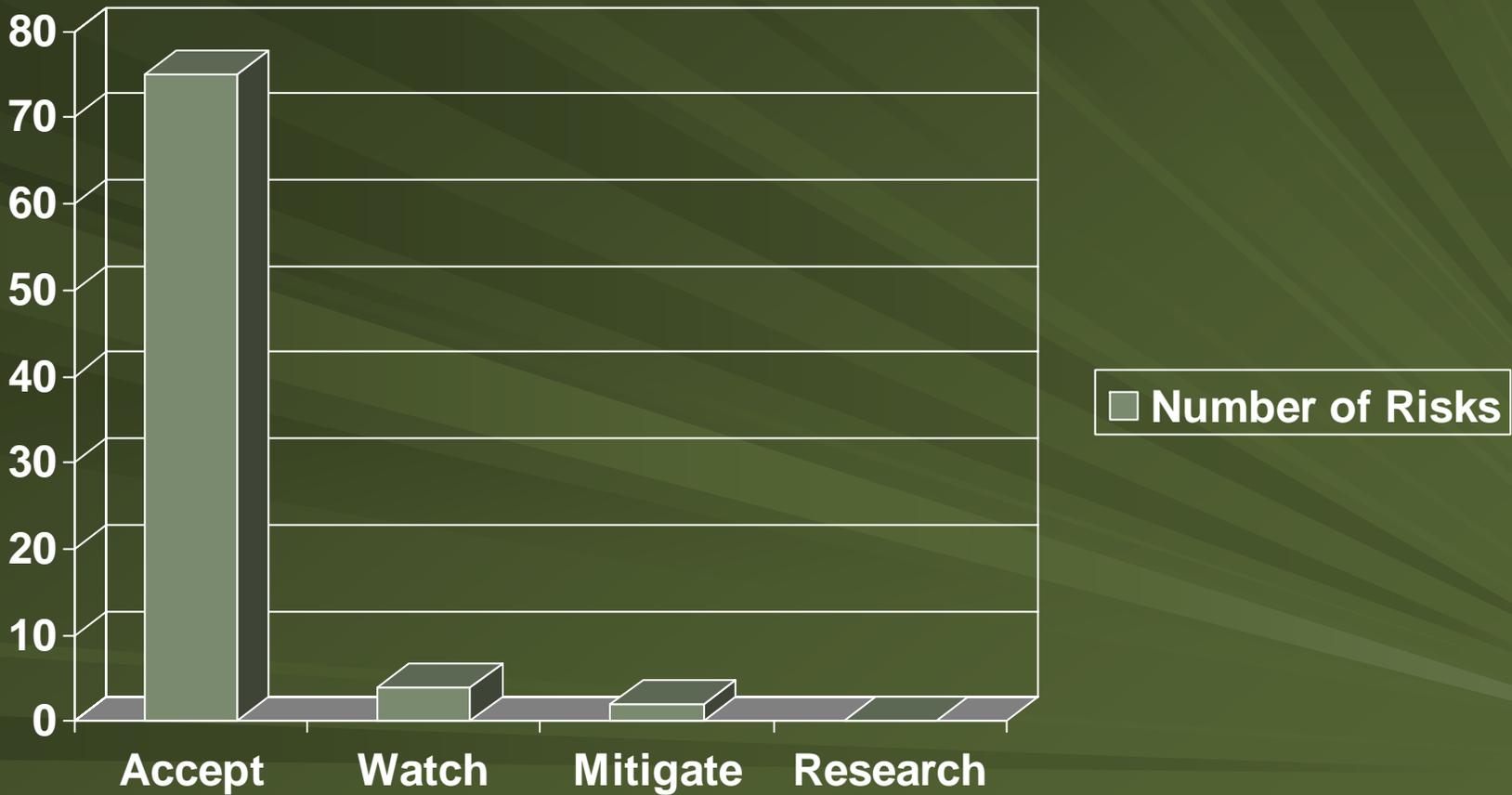
Process

- Continuing effort
- 55 buildings assessed, 81 risks identified
- Electronic Project Online Reporting Tool (ePORT) – database used
- Likelihood, cost, mission impact, and personnel safety assessed
- Risk acceptance ratings of Accept, Watch, Mitigate, or Research
- Buildings given hazard levels of High, Medium, or Low

Risks by Hazard Level



Risks by Acceptance Rating



Risk Mitigations

- Bldg. 4728 – Extend sprinklers to cover full area in Storage Room 110.
- Bldg. 4705 – Install sprinkler system; unlock exit door at northwest corner of main highbay.

ePORT



Enclosure 4

SHE Practitioner Subcommittee and Directorates with Hazardous Operations

SHE COMMITTEE STATUS REPORT

❖ Procedural

- Meeting minutes for May 26, 2004 and June 9, 2004

❖ SHE Program Improvement Targets - Corrective Actions

- SHE-1.8B: *no change*
 - 2003 Final Report – work in progress by HEI
 - 2004 Annual Program Plan – pending finalization of 2003 Report
- SHE-1.8C: PEP Survey Results – *no change*
- Will be incorporated with PITCA in 2004 Annual Plan , ECD: ?
- SHE-2.8A: Close call trending – *no change*
- New IRIS database operational. Trending feature still in progress.
- CLOSED: *no change*
 - SHE-1.3A
 - SHE-2.5D
 - SHE-4.1B



SHE Practitioner Subcommittee and Directorates with Hazardous Operations

SHE COMMITTEE STATUS REPORT

❖ SHE Budget FY2004 -- Current

Authorization for Remaining Funding Received

Total Funding Allotted to SHE Committee for FY2004 is \$ 107,000

	<u>Expenditures</u>
✓ SHE Communications Team (Take Our Children To Work Day)	\$ 610.73
✓ OMEH (Health & Fitness Expo – self exam cards)	\$ 1,790.00
✓ VPPPA Membership Fee	\$ 1,250.00
✓ Wellness & Ergonomics Subcommittee (Health & Fitness Expo – stress balls)	\$ 936.78
✓ SHE Committee Administrative and Tech Writing Support (Change from \$ 30,000 reported previously)	<u>\$ 25,000.00</u>
Total Expenditures as of 07/01/04	\$ 29,587.51



SHE Practitioner Subcommittee and Directorates with Hazardous Operations

SHE COMMITTEE STATUS REPORT

❖ SHE Budget FY2004 -- Current

	<u>Purchases in Progress</u>
★ Third Party Assessment – Baseline (Phase 1)	\$ 25,725.00
★ WERG and Flight Projects Directorate (pedometers)	\$ 4,060.00
★ Flight Projects Directorate (step stools, carpet mats, and extension cord covers)	~ \$ 620.00
★ Machine Shops Subcommittee (prelabeled Right-To-Know wash bottles)	\$ 262.66
★ SHE Communications Team (Family Fun Day)	~ \$ <u>450.00</u>
	Total Purchases In Progress
	~ \$ 31,117.66



SHE Practitioner Subcommittee and Directorates with Hazardous Operations

SHE COMMITTEE STATUS REPORT

❖ SHE Budget FY2004 -- Current

	<u>Actions Expected This Month</u>
▶ Automatic External Defibrillators (5 each)	~ \$ 15,000
▶ VPPPA Conference (4 contractors)	~ \$ 5,850
▶ Chemical Operations Subcommittee	~ \$ <u>2,000</u>
Total Expected This Month	~ \$ 22,850

❖ SHE Budget FY2004 -- Overall Summary

➔ Total Expenditures as of 07/01/04	\$ 29,587.51
➔ Total Purchases In Progress	~ \$ 31,117.66
➔ Total Expected This Month	~ \$ <u>22,850</u>
Grand Total as of 07/13/04	~ \$ 83,555.17

NOTE: All government bankcard purchases utilizing expiring funds must be charged to the card by August 15th; Purchase Cards deadline is July 22nd.



SHE Practitioner Subcommittee and Directorates with Hazardous Operations

SHE COMMITTEE STATUS REPORT

❖ Voluntary Protection Program Participants' Association (VPPPA)

- Conference is August 29 through September 2 in Las Vegas
- Contractors selected to attend the conference:

Phillip Robbins	UNITeS	Deputy Chairperson and Contractor Safety Forum
Linda Myszka	Morgan	Safety Assessment Subcommittee
Monte Gravunder	Mainthia	MSAT Chairman
Lisa Zandler	HEI	Recorder & Technical Support

- Outstanding issue being worked is how to transfer funds to appropriate contracts and whether contract modifications will be required.
- Civil Service personnel – SHE Committee funds **can not** be used for travel. CFO is attempting to find travel funds. Persons selected to attend the conference:

Beth Skidmore	ED42	Wellness & Ergonomics Subc.
Paige Vaughn	FD22	Flight Projects Directorate
Tom Dollman	SD01	Science Directorate
Nance Jo Ogozalek (tentative)	ED33	SHE Committee Chairperson and Chemical Operations Subcommittee



SHE Practitioner Subcommittee and Directorates with Hazardous Operations

SHE COMMITTEE STATUS REPORT

❖ Safety Day – October 20TH

- **Discussion: Does the Committee want to have a booth?**

VOLUNTEERS WOULD BE NEEDED

- **Activity: Increase awareness of the Committee and prepare Emergency Information Badges**
- **Promotional Item: ?**

Idea – Magnet with SHE Committee Organizational Structure and safety, health, or environmental message or web address



Enclosure 5 **SHE Practitioner Subcommittee and Directorates with Hazardous Operations**

Space Transportation Directorate

TD SAFETY OPEN ITEMS

- SHEtrak 3 open, 1 past due
 - 4553 Electric panel switch/blank missing
 - 4674 Power strip is wrong type
 - 4674 Equip room used for storage
 - 4674 cords create tripping hazard
- SCRS 4 open, 1 in closure review
 - 4732 lack of parking lighting
 - 4203 sewer odor
 - 4203 deliveries thru lobby
 - 4203 pedestrian hazard from falling limbs in woods behind building



SHE Practitioner Subcommittee and Directorates with Hazardous Operations

Space Transportation Directorate

TD Management

Safety Inspections for June

- Bldg 4583 - 10 findings**
- Bldg 4585 - 2 findings**
- Bldg 4559 - 3 findings**



SHE Practitioner Subcommittee and Directorates with Hazardous Operations

Space Transportation Directorate

Safety Meetings & Visits

SSWP Meetings **75 %**

TD50=0%, TD60=66%

Visits **78 %**

TD50=0%, TD60=66%



Enclosure 6 SHE Practitioner Subcommittee and Directorates with Hazardous Operations

Science Directorate Report

- Open SCRS Metrics (Total=3+0?*):**
 - Light fixtures; Egress paths
 - (0+0*) closed past 60-days
- Open SHEtrak corrective actions (11+1*)**
 - 7 BldgMgr + 4 Facilities; *[1 BldgMgr]
 - (4+1?*) Late
 - (14+9?*) closed in past 60 days
- CMMD – Safety Related Data Items from Facilities Mgmt**
 - (1+?) Open; (56+?) closed in past 60 days
- 3 Open mishap/close-call corrective actions**
 - 2 @ NSSTC partially closed
 - 1? @ Lockheed-Martin has been worked, report misplaced
- PITAs: No add'l SD closures since Jun SHE Meeting**

* Note: Numbers include counts for SD's on-site + *NSSTC (off-site) buildings*



Enclosure 7

SHE Practitioner Subcommittee and Directorates with Hazardous Operations

Flight Projects Report

- SCRS (60 days)** Safety concerns and suggestions pertaining to MSFC resources and/or facilities. The goal of the system is to effectively identify and correct potentially dangerous situations before accidents result
 - 1 Open - Elevator in Bldg. 4708 unpredictable**

- SHETRAK (30 days)** Safety violations found during the annual facility safety inspections (Can include environmental violations)
 - Currently 10 Open (Bldgs. 4610, 4755 & 4708)**
 - Temporary wiring used instead of permanent wiring, tubing not properly labeled, ceiling tile falling
 - 9 assigned to Facilities**
 - 22 Findings Closed**
 - No Close Calls or Mishaps this period**



SHE Practitioner Subcommittee and Directorates with Hazardous Operations

Flight Projects Report

Program Improvement Targets

- 28 Closed
- 0 Open
- ✓ **4.4A** - Develop & improve Directorate specific courses that address hazards associated with their areas.
- ✓ Completed !!!!!!!



Enclosure 8 SHE Practitioner Subcommittee and Directorates with Hazardous Operations

Center Operations Report

- **SCRS:** Open: 17 Late: 0
- **SHETRAK:**
 - Facilities Open: 66 Late: 1
 - Other Open: 0
- **Mishaps:**
 - Cases: Total: 6 New: 2
 - Corrective Actions: Total: 6 New 2 Late: 0

- **Open SHE Program Improvement Targets:**

SHE 1.5.1C: ECD 09/30/04**	SHE 1.1.3A: ECD 09/30/04**	SHE 1.5.5A: ECD 9/30/04**
SHE 2.3.2A: ECD 09/30/04*	SHE 2.3.2B ECD 07/15/05*	
SHE 2.3.2C ECD 07/15/05*	SHE 2.4G ECD 07/15/05*	SHE 2.4H ECD 07/15/05*
SHE 3.1.1B ECD 09/15/05*	SHE 3.1.3C ECD 09/15/05*	SHE 3.1.3D ECD 09/15/05*
SHE 4.1D ECD 05/05/05*		

* Environmental Health Services

** AD01



Enclosure 9
**SHE Practitioner Subcommittee and
Directorates with Hazardous Operations**

Pressure System Committee Report

- Status of Current Initiative(s)**
 - Currently evaluating reactivation of 6 vacuum vessels at Building 4620
 - Initiated recert activities of Building 4659 pressure systems

- SHE Actions Status – None**



Enclosure 10 **SHE Practitioner Subcommittee and Directorates with Hazardous Operations**



Chemical Operations Subcommittee

*** New Business**

- ✓ **SHE Committee approves SHE Proposal 2004-02 on June 29, 2004 thereby combining the Laboratory Operations Subcommittee and the Hazardous Chemicals and Materials Subcommittee**
 - **First joint meeting conducted July 8th**
 - **New subcommittee name decided**
 - **Elections conducted:**
 - Chairperson – Nance Jo Ogozalek**
 - Deputy Chairperson – Nathan Coffee**
 - Recorder (July - Oct) – Byron Collier**
 - Recorder (Nov – Feb) – Allen Elliott**
 - **New Charter being drafted**
 - **New logo being designed**



SHE Practitioner Subcommittee and Directorates with Hazardous Operations



Chemical Operations Subcommittee

*** Current Initiatives**

✓ Planning for Safety Day – October 20th

- Subcommittee Point of Contact is Nathan Coffee
- Subcommittee will have a booth and VWR International will be our corporate partner
- VWR will supply several different items for distribution: 2 door prizes, safety literature, safety posters, mouse pads, pens, note pads, and a few small chemical cabinets.
- Subcommittee has decided not to purchase the Brady MarkWare Chemical Labeling Software – software not as versatile as originally thought
- Promotional Items being considered

✓ Subcommittee Website will be developed

- Point of Contact is Allen Elliott

*** Next Meeting Date**

- ✓ Tentative for either July 22th; 2 pm; location probably building 4471

ENCLOSURE 11

SHE Committee Open Actions July 14, 2004

ACTION NO.	ISSUE/CONCERN	POINT OF CONTACT	ACTIONEE	FINAL PRODUCT	DATE OPEN	ECD	STATUS
SHE 03-020	Tammy Barcala raised a concern about the adequacy of evacuation chairs for physically disabled persons	Nance Jo Ogozalek/ED33	Dennis Davis/QS50 & Tammy Barcala/TD40	Re-address the availability of evacuation chairs for physically impaired employees, Center wide. Also address training requirements.	07-16-03	01-30-04 08-15-04	Fire Rescue spots being identified on every floor above or below level of exit discharge. FWO 319826 about 60% complete. Asbestos work required is some areas to install phone lines. Evac-chairs provided to all known physically impaired employees.
SHE 03-021	Edwin Jones reported that the Medical Center did not have pass/fail criteria for the personnel certification physicals.	Nance Jo Ogozalek/ED33	Joyce Eagan/AD60 & Dennis Davis/QD50	Investigate and publish physical/medical requirements/guidelines for each related certification identified in MWI 3410.1.	08-27-03	02-15-04 08-11-04	In work: Medical staff is reviewing KSC program for adoption at MSFC.
SHE 03-023	Pete Allen discussed risk management and the importance of assuring that managers are aware of accepted risk.	Pete Allen/AD60	Dennis Davis/QD50	For facilities, equipment, materials, and operations at MSFC controlled properties, develop a process to inform the Center Director or other responsible managers of accepted residual risks and associated controls.	09-10-03	05-26-04 07-30-04	Current hazard assessment process includes risk assessment and requires documented approval by the Director of responsible organization for any undesirable risk levels. Preparing a management chart presentation for top 15 facilities risks using ePORT.
SHE 04-004	Wendell Colberg discussed an incident in which a street light fixture fell in the parking lot of 4705.	Nance Jo Ogozalek/ED33	Cedreck Davis/AD Cathy Miller/AD62	Review the facilities Center wide maintenance parking area lights inspection procedure (Inspection Plan/Process). Suggest to	04-28-04	05-26-04 07-14-04	Changed assignee to Cathy Miller at 06-09-04 SHE Meeting.

				Jim Carter further review of the need for cyclic inspection & maintenance plan for parking lot lights.			
SHE 04-005	Jack Caudle expressed a concern that the valve failure incident was reported to the MTM without the Pressure Committee's knowledge.	Nance Jo Ogozalek/ ED33	Dennis Davis/ QD50	Investigate the mishap investigation process to assure related SHE Committees are adequately involved.	05-12-04	07-30-04	Issued message to all QD50 personnel to coordinate investigations with sub-committees including participation in investigation and review of corrective action plan. Will include process in next revision of MWI 8621.1, currently in work.
SHE 04-007		Nance Jo Ogozalek/ ED33	All voting Committee members	To address the issue with the words "world class" in the current MSFC Safety and Health Goals, please send any proposed new goal wordings to Tom Dollman for consideration at our next meeting.	05-12-04	05-26-04 06-30-04	Recommend Closure. New wording approved by DCB.
SHE 04-008	Wendell Colberg reported that he did not get an update on mishap information. Dennis Davis noted that this information is available in the new IRIS system.	Nance Jo Ogozalek/ ED33	Dennis Davis/QD50	Provide password access for IRIS to all SHE Committee organization representative members.	06-09-04	07-25-04	Members have been requested to fill out and submit Access Request Forms. We have not received all forms.
SHE 04-009	Wendell Colberg reported that Building Managers close SHEtrak findings but they still show open in Safety Search	Dennis Davis/ QD50	Dennis Davis/ QD50	Confirm that safety findings in SHEtrak are closed immediately upon closure by Building Managers and solicit Occupational Health and Environmental Engineering to close their SHEtrak findings in a similar manner.	06-09-04	07-14-04	Recommend Closure. Safety findings are now close immediately in SHEtrak upon closure by Building Manager. If SHE organizations later disagree, the finding may be reopened.