



## AWO Interregion Safety Committee Meeting Minutes

**Date:** March 26-27, 2008

**Location:** Nashville, Tennessee

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### **Safety Subcommittee Meeting Report**

March 26, 2008      10:00a.m.

1.      **Lesson Plan Subcommittee:** Lesson Plan Subcommittee Chairman, Donnie Hall of Hunter Marine, presented a draft lesson plan on Personal Protective Equipment (PPE) for review and discussion. After reviewing the draft, the Subcommittee noted that it is very difficult to develop a single lesson plan that would cover the many elements that must be considered in the use of PPEs. The Subcommittee agreed that the best solution would be to produce several short lesson plans on the most widely used types of PPE. The format for the lesson plans will follow the AWO template that provides a script, suggestions for a group discussion of the topic covered, and a short simple test to ensure trainee attention and participation. This approach makes it possible for a wide range of crewmembers and shoreside personnel to deliver effective professional training that covers the basics of the subject and provides the flexibility necessary to ensure that companies can incorporate their individual company-specific requirements.

Members of the Lesson Plan Subcommittee are:

Donnie Hall, Chairman – Hunter Marine  
Shawn Courrage – Moxie Media  
Glenn Cowan – Fryoux Tankerman Service  
Ronda Echols – Echo Towing  
JoAnn Fridge – SGS – PSC  
Robbie LeBlanc – Cenac Towing  
Andy Norval – Blessey Marine  
Donna Said – Alter Barge Lines  
Chris Vecellio – Higman Barge

2.      **Disaster Preparedness Subcommittee:** Attendees reviewed the Disaster Preparedness Sample Policy developed by AWO based on: (i) Steve Brundrett's presentation delivered last year to both AWO Safety Committees and the National Safety Council; and (ii) the lessons learned and actions taken by Canal Barge Company in response to Hurricane Katrina. It was agreed that the document is complete and provides



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a solid framework for companies to develop their own company-specific disaster plans. Steve Brundrett will review the plan with his CEO, Merritt Lane. Other Safety Committee members are encouraged to do the same with their CEOs over the next two weeks. Safety Committee members will receive an email ballot by April 23 asking for their approval of the plan. A copy of the plan is attached to these minutes.

3. **Crew Alertness Subcommittee:** The Crew Alertness Subcommittee received an update from Chairman JoAnn Salyers, Salyers Solutions, on a recent *60 Minutes* program on the effects of the lack of sleep including: reduced comprehension, impaired judgment, obesity and adult-onset diabetes. The Subcommittee discussed the need to recommit itself to promoting the broad and deep implementation of CEMS management practices. The Subcommittee believes that continuing training, leading by example, and management commitment continue to be vital to the success of CEMS. The Subcommittee was pleased to hear that Moxie Media is developing a simple CEMS DVD that will be available to companies to encourage crewmember buy-in. The Subcommittee agreed to discuss further via conference call and develop specific strategies to support wide-spread implementation of CEMS.

Members of the Crew Alertness Subcommittee Committee are:

JoAnn Salyers, Chairman – Salyers Solutions  
Jason Adams – Ingram Barge Company  
Joe Baier – Western Kentucky Navigation  
Jonathan Bennett – United Barge Lines  
Joe Garuccio – ARTCO  
Leslie Jenkins – JANTRAN  
Toni Macksey – AccuTrans  
Molly Isnardi – Upper River Services  
Chuck McAllister – ARTCO  
Donna Said – Alter Barge Lines

4. **Fall Overboard Subcommittee:** The Subcommittee agreed that falls overboard continue to be a major risk in the industry, and more effort must be directed toward factors contributing to falls overboard including: hurry, fatigue, complacency, and lack of concentration. Subcommittee members agreed to send descriptions of falls overboard occurring at their companies to Chairman Jim Smith who will develop a “lessons learned library” that can be use by AWO members to supplement their fall overboard training programs.



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Fall Overboard Subcommittee members are:

Jim Smith, Chairman – Magnolia Marine  
Jim Fletcher – Team Services/Liquid Transfer  
Steve Richards – BP Shipping  
Charlie Ritchie – McNational, Inc  
JoAnn Salyers – Salyers Solutions  
Tim Sizemore – AEP River Operations

### AWO Interregion Safety Committee Spring Meeting Report

March 26, 2008      1:00p.m.

1.      **Opening Comments:** The Spring meeting kicked off with a safety briefing followed by opening comments from Chairman Steve Brundrett, General Manager - Human Resources, Canal Barge Company. In attendance were 61 safety professionals representing 43 AWO member companies. Steve's comments focused on his desire to improve the Interregion Safety Committee by encouraging members to be more actively involved in Safety Committee work. Steve noted that the Committee now includes many new members who will be the next generation of safety professionals. Steve encouraged these new members to get involved and learn from their peers. He pledged his personal support and assistance, offering his advice and experience to assist members of the Safety Committee in their efforts to improve safety at their companies.

2.      **Safety Committee Needs:** Steve reported on his meeting with Tom Allegretti, Jennifer Carpenter, Bob Clinton and Gail Johnson, Chairman of the Coastal Safety Committee. He explained that he and Gail were assured that AWO recognizes the value and importance of the Safety Committees. He and Gail then discussed with AWO staff their perception of what members want and expect from AWO's Safety Committees, and the value they provide both members of the committees and AWO as an organization. The major areas discussed were:

- a. The need for vertical alignment with AWO's advocacy efforts that provides Safety Committee members with information on AWO's advocacy efforts and an opportunity to support AWO's big picture goals and priorities. One means of promoting this integration between the Safety Committees and the overall work of AWO is for the Safety Committees to hold one or more meetings during the year at times and locations which would allow members to attend regional and



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national AWO meetings immediately before, or after, Safety Committee meetings.

- b. The need for AWO to continue to support the preparation and distribution of materials that can be used to communicate safety information to mariners and others within their companies.
- c. The need for adequate meeting follow-up including an AWO Newsletter story, short email summary of the meeting, and posting of meeting presentations and materials on the AWO Web site.
- d. The need for interesting speakers to present topics to the Committees that are aligned with their annual priorities and those of AWO.
- e. The need for an improved means of communication whereby Safety Committee Chairmen can be informed when new members join AWO.
- f. The need for a method, such as a chat room or Web forum, that can be used by the members of the Safety Committees to exchange information on best practices, new safety initiatives and improve communication between members.

Steve also reported that the Executive Committee voiced its general agreement with all of these ideas and concluded that it should invite the Chairmen of the two Safety Committees to meet with them once a year to report on the Committees' work and progress toward achieving its safety priorities.

3. **Group Exercise:** The Safety Committee engaged in a group exercise which sought input from members in three areas: (i) why members attend meetings, (ii) what functions should the Safety Committees provide, and (iii) what improvements would increase the value of the Safety Committees to its members and to the association? At the conclusion of the exercise it was evident that working with peers on issues of importance to the industry, face-to-face communication, learning about new safety products, and group discussions with other members were the most important reasons for attending. As for functions, sharing of ideas and training resources, as well as professional development and information on current safety issues, are the desired functions which the Safety Committee can provide. Finally, suggestions for improvement included: more focus on development of safer deckhand tools, providing compliance information, additional training tools and additional consultation with the group on topics for future meetings.



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### 4. Presentations/Updates:

- a. *Ken Davidson, Regional Manager Gulf Safety & Training, American Commercial Line*, provided a presentation on the value of using checklists to improve operational safety. Ken's presentation focused on the history and functions of checklists in the commercial aviation industry and encouraged the Committee to consider using the aviation's lessons learned and encourage the use of checklists to improve safety in the tugboat, towboat and barge industry.
- b. *Homer Holmes, West Kentucky Drug & Alcohol*, gave the Committee an update on the Coast Guard's latest direction **not** to use DOT forms for alcohol testing. All alcohol testing on towboats, tugboats and barges must be reported on non-DOT forms. Drug tests, however, continue to require the standard DOT form. A letter from the Coast Guard explaining the process is included as an attachment to these Minutes.
- c. *Tim Sizemore, Manager - Safety and Training, AEP River Operations*, showed a 10-minute video on working with wire. The video was produced by the AEP River Operations' video department and included safety procedures for working with wire. This video is not available commercially; however, Tim told Safety Committee members that if they felt the video would be helpful to their safety program to contact him and he would arrange for them to receive a copy.
- d. *Shawn Courrage', Moxie Media*, reported that Moxie Media has produced a DVD that incorporates up to 95 percent of the RCP required training and is now available. Shawn reported that Moxie Media is working on a video to meet the training requirements of TWIC. Shawn also reminded the group that Moxie Media is anxious to work with members of the Safety Committee on additional titles that would enhance safety and training.
- e. *Jim Smith, Safety and Environmental Coordinator, Magnolia Marine Transport Company*, reported on his company's experience testing the new TWIC card readers. Jim suggested that companies having questions about the readers could check the TWIC Web site. Another helpful source for information is the Lockheed Martin Web site <http://twicinformation.tsa.dhs.gov/twicinfo/index.jsp> for up-to-date information.
- f. *Mike Weisend, AEP River Operations, Chairman of the Safety Statistics Subcommittee*, reminded the groups of the continuing need to encourage member participation in the program. He also noted that past discussions of statistics had noted that the information collected is insufficient to determine the most



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common causes of falls overboard and injuries. Mike will ask his committee to examine this problem and suggest additional information that, if collected, would help companies focus their safety efforts in the most effective areas.

Members of the Voluntary Safety Statistics Subcommittee are:

Mike Weisend, Chairman – AEP River Operations  
Steve Brundrett – Canal Barge Company  
Lora Ferrero – The Hile Group  
Stan Knight – AEP River Operations  
John Patterson – Ingram Barge Company

The next meeting of the Interregion Safety Committee will be July 23-24, 2008 in St. Louis at the Sheraton Westport Plaza Hotel.

### **Attachments:**

- Attendance List
- 2008 Priorities
- Airline to Maritime Checklist Presentation
- AWO Voluntary Safety Statistics Update
- CEMS Update
- Coast Guard/AWO Safety Partnership Statistics Presentation
- Disaster Response Sample Policy
- Lesson Learned: Unsafe Behavior Presentation
- Safety Report
- Schoening Letter – Alcohol Testing