



AA/CRAC Joint Safety Meeting Notes

Meeting date – Tuesday, August 24th, 2021 at 10:00 am (In person)

Name	Company/Organization	Name	Company/Organization
Eunice Akinola	CRAC	John Fitzgerald	CRAC
Dustin Gibson	USDA	Alyssa Ferdinand	CRAC
Angelia Harmon Schunk	AA	Toby Tobin	Richmond Jet Center
Travis Ragland	Aero Industries	Sam Burton	AA
Brian Dowe	Piedmont	Ashley Pitman	TSA
Cynthia Jansen	Delta	Samantha Burch-Stanley	Delta
Bryan Ray	United	Brad Christopher	CRAC
Carlene McCloud	CRAC		

- ❖ Joint Safety Committee (JSC) core values and mission statement.
 - Core Values
 - To promote a positive safety culture that is inclusive of all companies and government entities.
 - Establish and support cooperation between groups through positive relationships.
 - Address unsafe practices or violations.
 - Learn from others.
 - Mission Statement
 - To ensure the safety of passengers and employees, the protection of all assets, compliance with all applicable policies of the Capital Region Airport Commission, and government entities of the Richmond International Airport family.
- ❖ Introduction and Welcome – Airport Operations Officer Alyssa Ferdinand facilitated the meeting.
- ❖ Welcome to August’s RIC Joint Safety Meeting
- ❖ Welcome our new badging assistant, Eunice Akinola
- ❖ COVID-19 Updates with Chief Fitzgerald
 - The Delta variant is more contagious than any other strain of the coronavirus
 - Continue to social distance and wear masks
 - Highly suggests getting the vaccine
 - Pfizer has been FDA approved
 - Most people that are testing positive for the virus are not vaccinated
 - A vaccine clinic at the airport is in the making; projected to be in September

- Those that are 8 months from their last vaccine shot do need a booster, but the CDC is asking people not to get the booster on their own do to the amount of people that still need their initial shots
- If you test positive for the virus after you are vaccinated, you still need to quarantine, but it will not be for as long as if you were not vaccinated
- The federal mask mandate for the airport has been extended to January 2022
- ❖ Airport Badging Updates
 - The RIC Badging office is still limited on badges. Due to the hiring surge at the airport and a micro-chip shortage, it has been difficult to fulfill badging needs
 - The delivery for the restocking of badges has now been twice delayed, however, there has been progress on potentially getting the new badges in September
 - RIC Ops and Badging has worked with TSA to come up with temporary badges for new hires during the shortage
 - New workers have the option to receive a temporary, non-chip badge with a tamper-proof sticker displayed distinguishing these badges from permanent ones (regular)
 - These badges must be turned in once the badge inventory is restocked
 - Since this badge does not have a microchip, temporary badge holders cannot use their badges on the card readers
 - There are special escort procedures that come with this badge that are listed on a card that the temporary badge holder receives
 - Temp Badge Holders are allowed to be escorted by other employees from their specific company to enter and exit the STERILE/SECURED areas. They are then allowed to go about their regular duties without being escorted
 - Please challenge individuals who may seem to be piggybacking for they should have the designated tamper-proof sticker on their badge
 - This option is available until December 31, 2021
 - The south parking lot entrance will remain open for the foreseen future
 - Please hold off on renewals for as long as possible
- ❖ Making Strides of Richmond
 - The weekend of October 16th and 17th at Deep Run Park in Henrico, VA
 - You may join in-person to walk the course or take part virtually
 - In-person activities are from 12:00 pm to 3:00 pm
 - Please register or donate; every dollar we raise through Making Strides helps to provide a 24/7 cancer helpline and lifesaving research
 - **How to register/donate to:**
 - Click on the link <http://main.acsevents.org/goto/RICAIR>
 - Click on Join TEAM and follow the instructions
- ❖ September: Preparation for Winter Operations
 - Construction may have an impact on the deicing plan for the winter season of 2021-2022
 - In house training and preparation will begin
 - Within the first two weeks of October, we will have the Tenant Snow Plan meeting

- ❖ RIC LVO/SMGCS Plan Review Meeting
 - Wednesday, September 22, 2021 from 2:30 pm – 4:00 pm
 - Please invite chief pilots from your companies to attend because this plan affects drivers, pilots, and ATC personnel
- ❖ Runaway Tug Hits Plane
 - Showed a video of an unmanned tug striking a B737-700 at Chicago Midway Airport (KMDW) <https://youtu.be/hVbnHEGtp4Q>
 - Due to mechanical failure, the ramp agent driving the tug was not able to stop it, so he jumped off it as it hit other ground equipment then eventually the fuselage of the aircraft
 - The fuel governor (a part of the engine that regulates speed) failed and at the time, how to mitigate the situation was not a part of the Ground Operations Training Manual for the company
 - Expect the unexpected and always be aware of your surroundings out on the ramp
- ❖ There has been a recent increase on slips and falls
 - There was one situation where a passenger purposely stopped an escalator while other passengers were on it
 - One passenger fell as a result of this and sustained serious injuries
 - A presentation on terminal inspections and what to look out for and report was shown: Terminal Inspection: Slip, Trip, and Fall Prevention
 - Slips, trips, and falls are the primary source of injury at airports
 - They result in:
 - Very expensive liability claims
 - loss of productivity
 - increase in administrative activity
 - potential negative publicity
 - Improper cleaning and finishing techniques on floors can cause this hazard
 - Floor cleaning or waxing should be done in accordance with the manufacturer's recommendation and with high slip resistance in mind
 - Tears and loose threads on carpets are tripping hazards
 - Floor mats should be flat with no curling or buckling edges and very absorbent to provide grip during rain and snow events
 - Several factors contribute to accidents related to stairs and steps:
 - Irregular steps
 - Busy floor patterns
 - Poor illumination
 - Poor maintenance
 - Slippery steps
 - Improperly positioned, absent or broken handrails
 - Doors that open directly onto stairs
 - Articles left on stairs
 - Escalators are a frequent source of falls due to
 - those who struggle with poor balance

- distractions
 - not holding onto handrails
 - rushing
 - inappropriate footwear
 - Steps of the escalator should be highlighted with a visible yellow edge, comb plates should be visible and painted yellow, and plates with missing “teeth” should be replaced
 - Elevator thresholds should be level with the elevator carriage at each level and slip resistant
 - Jet bridge flooring can be hazardous due to passengers not paying attention to the floor transition zones
 - Highlight these common trip-fall areas with yellow and black high-visibility tape and overhead signs that read “CAUTION, UNEVEN SURFACES”. These signs should be placed directly over the transition ramps.
 - Handrails should be installed if the bridge did not come from the manufacturer with any installed.
 - Exterior walkways must be smooth without posing trip hazards or being slippery. Walkways should be level, well-maintained and free of debris.
 - There should be proper drainage so that puddles and ice do not collect on them, and properly illuminated at night.
 - Using a detailed and specific checklist during inspections can bring awareness to hazards and help issues be quickly corrected
- ❖ Wildlife Updates
- If you see an animal, call Airport Ops immediately
 - If able, keep an eye on the animal until Ops arrives so that tracking it will be easier
 - DO NOT ENGAGE with said animal
 - Fall migration starts in September so the bird presence will be higher starting then
 - Informed that there was a bowl left outside to potentially feed cats by the Valet Parking. That bowl was taken care of, but remember to keep an eye out for such things and report the situation to keep employees and passengers safe from feral cats
- ❖ Man Gets Stuck on Conveyor Belt
- <https://youtu.be/2RwUj46nB7U>
 - At an airport in Moscow, Russia, a man gets stuck on a baggage belt and moved throughout the system
 - Remain aware of passengers and their actions and behaviors
 - Remember to report any suspicious activity
- ❖ Lav Cart Accident on Air Carrier Ramp
- Lav cart was flipped over as employee makes a turn driving too fast
 - If this happens, call ARFF because they have the proper equipment to turn equipment of that size upright
 - Encourage employees to take their time and adjust to the different equipment they must drive

- ❖ PPE
 - <https://hsi.com/course-library/safety-compliance/osha/personal-protective-equipment-ppe>
- ❖ Construction Update with Kevin McDaniel
 - Construction on the cargo ramp expected to end towards the end of September
 - TWY U Rehabilitation starting on September 7th
 - South Service Road expansion is complete
 - Construction on the south end of the ramp starts between the end of this year and next year
- ❖ Security Matters w/ Dereck
 - Exit Lane Breach Control (ELBC) <https://youtu.be/PxMQB4ykOeo>
 - If you see the Doors open and not closing, please call airport communications immediately or notify an airport police officer
 - If you see a passenger attempting to breach the unit, call Airport Communications and report the incident. Keep the passenger in view until police can respond.
 - If individuals are gathered too close to the exit, politely remind them that they are too close to the unit and it is a restricted area.
 - Security Breach at SNA https://youtu.be/u_fDFCTEEX4
 - **SEE SOMETHING, SAY SOMETHING**
 - Badge Stock
 - Thank you for your patience.
 - TSA has approved temporary alternative badging measures. A sticker is applied to the non-chipped badges so that they may be treated as standard badges. These badges will have to be let through doors by coworkers though.
 - Regardless, please continue to challenge piggybacks.
- ❖ Townhall
 - Sam Burton from American Airlines asked to see if there are any protocols in place for when the ramp is closed due to lightning and an aircraft with a medical emergency arrives
 - ARFF responded that they can use a ladder to get to the patient if the airplane does not already have stairs
 - Samantha Burch-Stanley from Delta Airlines informed that they have updated their method of COVID-19 testing to a 30-minute self-administered test
 - Also, Delta Airlines is 75% vaccinated (local & corporate)



SEPTEMBER

SAT	SUN	MON	TUE	WED	THU	FRI
				1	2	3
4	5	6 Labor Day 	7	8	9	10
11	12	13	14 RWY 16/34 Closure 	15	16	17
18	19	20	21 Joint Safety Meeting 	22 Fall Equinox 	23	24
25 National Cooking Day 	26	27	28 RWY 2/20 Closure 	29	30	