PLAINTIFF'S EXHIBIT

MON-1650

MINUTES OF SHAC COMMITTEE MEETING
April 14, 1976

Present: Members:

Harold Lacy, Chairman
Clyde Hebert
Jim Cavender
John Tissue
Gene Stacy
Arnold Glass
Phil Brubaker (part-time)

SC 13419

PLANT MANAGER'S COMMENTS -- P. E. Brubaker

The Plant Manager welcomed all members on the committee to their new assignment and set forth his expectations of the committee in the performance of their duties. He pointed out that this committee was not to be regarded as a Safety Department committee or merely an extension of the Safety Department but rather an action group answerable to the Plant Manager's Safety Board.

BLOOD BANK

The committee had met previously with representatives from the University of Texas Medical Branch in Galveston regarding the need for an organized campaign to enlist blood donors. There was set forth the sequence in which various parts of the publicity should be conducted to make an effective drive for blood donors. Arnold Glass reported the need for additional exchange of information with UTMB officials regarding the exchange of blood and/or blood credits between UTMB and Galveston County Mainland hospitals. As soon as additional clarifying information is received from UTMB, the SHAC will develop the details of the blood bank program. Hopefully, this additional information will available by April 27.

NEW AVENUES TO SAFETY AWARENESS -- Harold Lacy

The Chairman reported that about 30% of the Unit Craft Representatives and committee chairmen had submitted suggestions for their program for gaining increased safety awareness in their areas. A follow-up memo will be sent to each of them and these results will be sent to the PMSB.

OFFICE SAFETY COMMITTEE

Upon approval of the recommendation of formation of an Office Safety Committee, SHAC appointed the following persons to the committee: Dick McBride, Chairman, J. R. Sheehan, Marjorie Grady, Juanita Hicks, and Louis Decker, Loss Prevention and Safety Department representative.

Harold Lacy will send them letters of appointment.

TASK FORCE ON RESPIRATORY PROTECTIVE EQUIPMENT

As a result of the action of the Safety Advisory Committee and PMSB, SHAC will proceed with the development of a P-Bulletin on the "Use and Control of Air Respiratory Protective Equipment. Gene Stacy has been the SHAC contact for a task force to be made up of the following persons: Rex McDonnell, Chairman, Hubert Davis, George Hart, Mark Devore, and Frank Bates. The task force will be sent letters of appointment by Stacy who will work with this group in the development of a P-Bulletin in accordance with the directive of the PMSB.

TASK FORCE ON CYLINDER STORAGE SAFETY

SHAC appointed John Tissue as the contact member to work with the following persons who were appointed as a task force to prepare a new P-Bulletin on cylinder gas storage safety: Tom Lastrapes, Chairman, Terry Grubbs, Jim Gatewood, and B. Harrell.

GUEST HOUSEKEEPING INSPECTION

The new committee intends to continue the practice of having guest housekeeping inspections on a quarterly basis. The date for the next inspection will be set at the next meeting of the SHAC.

OSHA SELF-INSPECTION

The new committee intends to continue the practice of each unit having an inspection of their own facilities on a regular basis in compliance with OSHA. Details on the follow up of the OSHA Self-Inspection program will be developed in the next meeting of SHAC.

Arnold

J. A. Glass

JAG/gk

SC 13420