

Construction SEP Committee Minutes  
July 12, 2018  
2nd Floor Conference Room - LBT

Attendees: Chris Jasion, Courtney Phillips, Ed Hardy, Faizan Khaja, Jamie Frame, Jeff McClaren, Jim Zepede, Luis D'Elia, Lynn Stephenson, Mark Rasdall, Mark Taylor, Merville Forrester, and Starsky Martin

ASH – Denise Ballew, Kristie Hall, Leighton Dowdle, Michael Greer, and Robin Ewart

CLT – via video conference – Carl Burgette, DaQuan Holland, George Calvary, George Thrower, James Cook, Jennie Cagle, Laura Crawford, Marcus Bandy, Michael Hayward, Richard Kraemer, Robert Maedje, Taisha Coppadge, and Ted Hendrix

ORB – Judyth Niconienko, Karen Bogner, Kevin Beauregard, and Scott Mabry

WS – attempted to call, but call would not go through

CSB – Rod Wilce attempted to attend via phone but was unable to hear so he disconnected

Consultative Services Update – Mark Taylor<sup>5</sup>

- CSB remains busy; requests are steady. IHs are doing lots of silica sampling.

PSIM Update – Karen Bogner

- There have been 38 total fatalities through June; 20 in construction. To date, none in July.

ETTA Update – No representative available

Compliance Update – Jennie Cagle

EAST	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
STATS	18	12	10	18	30	32	66	34	23				243

WEST	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
STATS	104	66	49	46	53	50	68	61	59				556

TOTAL	GOAL	REMAINING
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799      1000      201

- Compliance is 75% completed toward their goal with 3 months left in the FFY. If compliance conducts 67 inspections per month for the next 3 months, they will meet their goal. At this point, compliance has been averaging more than 67/month.
- Fatality rates were discussed. The fatalities were broken down into construction type (11 comm con/9 res con), counties (6 FAT/6 HAC/8 Other), and event type (5 struck-bys, 12 falls, 1 electrocution, 2 other/drownings). Everyone was reminded to continue to push construction inspections, as we are currently at the highest fatality rate since 2007, which was 24.
- SEP Counties for FFY 2019
  - High Activity Counties – Alamance, Brunswick, Buncombe, Cabarrus, Chatham, Cumberland, Davidson, Durham, Gaston, Johnston, Lincoln, Moore, New Hanover, Onslow, Orange, Pitt, and Union
  - Fatality Counties – Forsyth, Guilford, Iredell (will be HAC if no other fatalities occur during the rest of the FY), Mecklenburg, Robeson, Wake and Wilkes (based on the current number of fatalities)
  - Changes – Harnett County will be removed and Orange County will be added
- Beginning October 2018, there will be an excavation initiative within the SEP. Any excavation that is inspected in NC, regardless of the county, will count as an SEP inspection and should be coded as such.
- Supervisors will be emailed prior to October 1 to inform them of the FAT/HAC county changes and the excavation initiative.

#### Partnership Updates – Partnership Rep.

- Flatiron/Blythe Development Company – Future I-73/Piedmont Triad International/Greensboro Eastern Loop – The compliance representative is Lisa Rayborn (Team Leader). No representative was available to provide an update.
- Fluor Enterprises, Inc. – DAPI US Project at the Nuvo Nordisk facility – The compliance representatives are Bill Allen (Team Leader) and Jacopo Wiggins. No representative was available to provide an update.
- Flatiron/Blythe Development Company – Elevated roadway and concourse ramp at Charlotte/Douglas International Airport – The compliance representatives are Dawn Jarman (Team Leader) and Jermaine Dennis. No representative was available to provide an update. \*See below for additional info.
- Turner Rodgers – Expansion of concourse A at Charlotte Douglas International Airport – The compliance representatives are James Cook (Team Leader) and Rob Jacobson. James provided an update; he stated they have finished the last walk through and the project will be turned over July 18, 2018. James added that they have not mentioned extending since the initial discussion,

## General Discussion

- Jennie discussed the struck-by analysis. PSIM, specifically Karen Bogner, compiled the struck-by fatalities for the last 10 years. There were 147 total struck-by fatalities, 47 in construction. The fatalities were researched by the SEP committee for ones involving an operation in reverse. Of the 147 fatalities, 10 occurred while a piece of equipment was being operating in reverse, for an average of 1 per year. Virginia developed state specific reverse signal operation safety requirements in 2009 due to 30 fatalities in 16 years, with 9 fatalities occurring between 2005 and 2007. Kevin stated the feds are working on something on a national level, but that it would be years away.
- Jennie stated they are working re-establishing public forums/panels. Kevin reminded the committee the forums were added to the new 5-year strategic plan. Jennie requested Scott schedule a meeting with ETTA and CSB to go over responsibilities.
- Scott stated inspection goals were increased for FFY 2019 from 1000 to 1050.
- Kevin stated we are on pace to reach our goals but requested everyone to remain a presence on construction sites and thanked everyone for their efforts.
- Jennie informed the attendees Ted Hendrix will take over as team leader effective 10/1/18.

## OPEN ITEMS:

- Re-establishing public forums/panels

Next Meeting – October 11, 2018 at 10:00am, Lake Boone Trail Conference Room 2<sup>nd</sup> Floor

The meeting was adjourned at 10:40am.

\*NOTE: After the meeting concluded, Jermaine Dennis, representative for the Flatiron/Blythe Development Company – Elevated roadway and concourse ramp at Charlotte /Douglas International Airport partnership, provided a written update on the partnership. The document was added to the minutes.



LBT

7-12-18 Construction SEP

Chris Jasien	SCO1
Jeff McClaren	SCO I
Lynn Stephenson	SCO
Merville Forrester	SCO
Mark Taylor	Construction
Faizan Khaja	HCO
Lois D'Elia	CSHOT
Starky Martin	SCO
Courtney Phillips	HCO
Jim ZEPEDA	SCO
Ed Hardy	SCO
Jamie Frame	SCO
MARK KASDALL	SCO

**Cagle, Jennie**

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**From:** Dowdle, Leighton  
**Sent:** Thursday, July 12, 2018 10:25 AM  
**To:** Cagle, Jennie  
**Subject:** SEP Meeting Attendees

K Hall  
R Ewart  
M Greer  
D Ballew  
L Dowdle

Gripping statistics, Jp.

Leighton Dowdle  
Safety Compliance Officer / OSHA  
North Carolina Department of Labor, OSH Division  
204 Charlotte Highway, Suite B  
Asheville, North Carolina 28803-8681  
Phone: (828) 299-8232  
Fax: (828) 299-8266

[Leighton.Dowdle@labor.nc.gov](mailto:Leighton.Dowdle@labor.nc.gov)

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7/12 - Charlotte

Jennie Cagle

Taisha Coppadge

Carl Burger

Richard Kraemer

James Cook

MARCUS BARDY

TED HENDRIX

Michael Hayward

Robert Maedje

Young Thun

Dalena Holland

Laura Crawford

Bunny May

**Cagle, Jennie**

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**From:** Dennis, Jermaine A  
**Sent:** Thursday, July 12, 2018 11:20 AM  
**To:** Cagle, Jennie  
**Cc:** Reynolds, Dawn  
**Subject:** Flatiron/Blythe Partnership at CDIA

Jennie,

The partnership with Flatiron/Blythe is going well. Our last walkthrough was on April 12<sup>th</sup>. In attendance was Dawn Reynold and Jermaine Dennis with Compliance, Lee McKinney and Lori Kees with Consultative Services and Michelle Evans with the Star Program. At that time, the status of the project was the following:

- Concourse Expansion:

The paving of the concourse has been completed. Noise levels were taken and flaggers are wearing hearing protection. Storm water pipe is being laid. Trench boxes are being used and confined space permits implemented. Traffic control is used to cross the taxiway. Water trucks are used for dust control.

- Elevated Roadway:

Phase III will include opening the second elevated roadway. The bridge to the departures will have to be removed. There are 11 columns and caps that have been completed and 32 remain. During July, girders should be set; drilling has been impeded due to rock and weather. There are East and West pedestrian tunnels. Hydraulic shoring is being used and tunnels are classified as confined spaces. Pile driving for the crane footing was observed and noise levels resulted in 97 dBA and higher. Lee McKinney obtained 4 hours of noise levels (see attached Workplace Measurement Summary report).

We were supposed to conducted a walkthrough on July 2<sup>nd</sup> at 7 pm, to observe setting of the girders but it was cancelled due to delivery of the girders being pushed back. Dawn sent an email to the Flatiron rep to let us know the proposed date and time in August so that we can conduct a walkthrough and observe the setting of the girders, which is also our next scheduled walkthrough.

Also, the project was supposed to be completed in July, 2018, but due to problems with rock drilling for the shafts, and work on the five crane footings, work has been extended until December or January 2019. Dawn will present this information to Management to see how we need to proceed with the Partnership.

Respectfully,

Jermaine Dennis  
Safety Compliance Officer  
North Carolina Dept. of Labor  
Occupational Safety and Health Division  
901 Blairhill Road, Suite 200  
Charlotte, NC 28217  
704.665.6790  
704.665.4342 (fax)  
[jermaine.dennis@labor.nc.gov](mailto:jermaine.dennis@labor.nc.gov)

Construction SEP Committee Minutes  
April 12, 2018  
2nd Floor Conference Room - LBT

Attendees: Chris Jasion, Corey Partridge, Jamie Frame, Jeff McClaren, Jennie Cagle, Karen Bogner, Larry Watts, Luis D'Elia, Lynn Stephenson, Mark Rasdall, Merville Forrester, Mia Pearson, Nicole Brown, Rod Wilce, Scott Justice, Sheldon Joseph, and Starsky Martin

CLT – via video conference – Brian Kemppainen, DuQuan Holland, James Cook, Lee Peacock, Paul Sullivan, and Ted Hendrix

ORB – James Washington, Judyth Niconienko, and Scott Mabry

WS – via video conference – Chris Fombin, Chris Oberst, Danielle Knowland, Deena Dickinson, Kirby Atwood, Kristi Bryson, Lisa Rayborn, Mark Pierce, Mike Saye, Sam Atassi, Scott Lyle, and Warren Lure

Consultative Services Update – Rod Wilce

- CSB remains busy; requests are steady.

PSIM Update – Karen Bogner

- There have been 25 total fatalities through March; 14 in construction. At this time last year, there were 12 in construction.

ETTA Update – James Washington

- They will be participating in the National Safety Stand Down to Prevent Falls in Construction, May 7-11, 2018 and NUCA's Trench Safety Stand Down, June 18-23, 2018
- They have filled a couple of open positions, with the first new person starting this week.

Compliance Update – Jennie Cagle

EAST	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
STATS	18	12	10	18	30	29							117

WEST	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
STATS	104	66	49	46	52	40							357

TOTAL	GOAL	REMAINING
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474      1000      526

Compliance is at 47% of their goal with 6 months left in the year.

#### Partnership Updates – Partnership Rep.

- Flatiron/Blythe Development Company – Future I-73/Piedmont Triad International/Greensboro Eastern Loop – The compliance representative is Lisa Rayborn (Team Leader); Lisa provided an update from the 03/20/18 walk through. Reports are posted on the F drive. She added that the project is almost completed and that the general contractor is hoping to get the bid for the next phase. Jennie asked if the employer was considering asking for an extension of the partnership. Lisa stated she did not know, but would follow-up.
- Fluor Enterprises, Inc. – DAPI US Project at the Nuvo Nordisk facility – The compliance representatives are Bill Allen (Team Leader) and Jacopo Wiggins. No representative was available to provide an update. Reports are posted on the F drive.
- Flatiron/Blythe Development Company – Elevated roadway and concourse ramp at Charlotte/Douglas International Airport – The compliance representatives are Dawn Jarman (Team Leader) and Jermaine Dennis. No representative was available to provide an update. The team was on site performing a walk through. The project is expected to be completed mid-summer. Reports are posted on the F drive.
- Turner Rodgers – Expansion of concourse A at Charlotte Douglas International Airport – The compliance representatives are James Cook (Team Leader) and Rob Jacobson. James provided an update, to include discussion of the 01/26/18 walk through. James stated the project is scheduled to be completed shortly and the last walk through is scheduled for 04/28/18. James stated the general contractor has been awarded the contract for the next portion of the renovation and may be interested in extending the partnership.

#### General Discussion

- Jennie stated she is meeting with Consultative Services on April 19 to discuss reestablishing the public forums.
- Nicole informed the partnership representatives if extensions were requested, the general contractor would need to complete the required paperwork and the extension would require the same approvals as the initial partnership.
- Scott mentioned the billboards that are going up due to the alliance with Lamar Advertising. The first one went up in Rocky Mount advertising the “Fall Prevention Stand-Down Week”.
- Rob asked if Jennie would speak to their encounter the previous week. Jennie explained the inspection she and a trainee went to open, but found CSB on site.
- Lee asked questions related to the conduct of the blitzes and CSBs involvement. Jennie stated any efforts of CSB will be separate from compliance. A brief group discussion on the blitzes followed.
- Nicole asked Paul to brief the group on the upcoming “Ted Talk”. Paul discussed the citation rate for general contractors on multi-employer work sites and stated he had requested Ted to put together a presentation to staff on how to cite general contractors. Ted added information as to the format of the training.
- Rob stated he will receive CSBs written construction materials from the feds shortly and if anyone would like some publications, he will provide them a few. Mark asked if the material is in Spanish and Rob stated yes.

OPEN ITEMS:

- Struck-by analysis
- Construction blitzes
- Re-establishing public forums/panels

Next Meeting – July 12, 2018 at 10:00am, Lake Boone Trail Conference Room 2<sup>nd</sup> Floor

The meeting was adjourned at 10:40am.

Jennie Cagle  
Ted W. C.

4/12/18

Jamie Frame

Karen Bogner

Corey Partridge

Richard K. Jones

Sheldon Joseph

Harry Watts

Minelli Jones

Scott Justice

Starsky Martin

Lynn Stephenson

Mia Pearson

Luis D'Elin

MARK RASDALL

Chris Sasion

Jeff McClaren

## **Cagle, Jennie**

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**From:** Hendrix, Ted  
**Sent:** Thursday, April 12, 2018 10:37 AM  
**To:** Cagle, Jennie  
**Subject:** SEP Meeting

Attendees from Charlotte:

Ted Hendrix  
Paul Sullivan  
Lee Peacock  
James Cook  
DaQuan Holland  
Brian Kemppainen

**Ted R. Hendrix, CSP**  
Health Compliance Officer  
NC Department of Labor, OSH Division  
901 Blairhill Road, Suite 200  
Charlotte, NC 28217

Phone: (704) 665-6789  
Fax: (704) 665-4342  
Email: [ted.hendrix@labor.nc.gov](mailto:ted.hendrix@labor.nc.gov)

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## Cagle, Jennie

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**From:** Mabry, Scott  
**Sent:** Thursday, April 12, 2018 10:42 AM  
**To:** Cagle, Jennie  
**Subject:** in the meeting today from ORB









Scott Mabry  
James Washington  
Judyth Niconienko

Scott Mabry  
Assistant Deputy Commissioner  
N.C. Department of Labor, Occupational Safety and Health Division  
[scott.mabry@labor.nc.gov](mailto:scott.mabry@labor.nc.gov)  
Phone: (919) 807-2863  
Fax: (919) 807-2855

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## **Cagle, Jennie**

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**From:** Bryson, Kristi  
**Sent:** Thursday, April 12, 2018 2:51 PM  
**To:** Cagle, Jennie  
**Subject:** RE: Construction SEP data

Hi Jennie,  
Here are the names of people in attendance at today's meeting.

Kristi Bryson  
Mike Saye  
Lisa Rayborn  
Warren Lure  
Danielle Knowland  
Scott Lyle  
Kirby Atwood  
Mark Pierce  
Chris Fombin  
Chris Oberst  
Deena Dickinson  
Sam Atassi

As far as ONBase, I did have access in the past. I will check with Donnell and ask about it. If granted, I will let you know.  
Thanks

Kind Regards,  
Kristi M. Bryson  
Health Compliance Officer District 6  
Occupational Safety & Health Division  
4964 University Parkway  
Suite 202  
Winston-Salem, NC 27106  
336-776-4436 Direct  
336-776-4420 Office  
336-767-3989 Fax



TOTAL	GOAL	REMAINING
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311	1000	689
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#### Partnership Updates – Partnership Rep.

- Flatiron/Blythe Development Company – Future I-73/Piedmont Triad International/Greensboro Eastern Loop – The compliance representative is Lisa Rayborn (Team Leader); Lisa provided an update from the 12/20/17 walk through. Reports are posted on the F drive.
- Fluor Enterprises, Inc. – DAPI US Project at the Nuvo Nordisk facility – The compliance representatives are Bill Allen (Team Leader) and Jacopo Wiggins. Bill provided an update from the 11/8/17 walk through. They have reached 2 million-man hours on the project. The next walk through is scheduled for 2/21/18. Reports are posted on the F drive.
- Flatiron/Blythe Development Company – Elevated roadway and concourse ramp at Charlotte /Douglas International Airport – The compliance representatives are Dawn Jarman (Team Leader) and Jermaine Dennis. No representative was available for an update. Reports are posted on the F drive.
- Turner Rodgers – Expansion of concourse A at Charlotte Douglas International Airport – The compliance representatives are James Cook (Team Leader) and Rob Jacobson. James provided an update, to include discussion of the 10/16/17 walk through that was conducted at night, as the project operates 24 hours a day. The next walk through is 1/26/18.

#### General Discussion

- Rod questioned how information is getting out to the contractors. He mentioned the public forums/panels that were held in the past. Jennie asked how to re-establish such a forum. Kevin stated he had a file on the previous forums and would send it over for review.
- Construction fatalities are up significantly. Compliance will be scheduling blitzes in the spring.
- Struck-by Analysis – the 2007-2017 report that was generated by Karen was discussed. Kevin provided guidance, to include current legislation that is available in Virginia and Washington. Jennie stated she would start analyzing the data for trends. Several committee members volunteered to assist.

#### OPEN ITEMS:

- Struck-by analysis
- Construction blitzes
- Re-establishing public forums/panels

Next Meeting – April 12, 2018 at 10:00am, Lake Boone Trail Conference Room 2<sup>nd</sup> Floor

The meeting was adjourned at 11:00am.

Jennie Cagle

Karen Bogan

Wendy NICHOLSON

KEVIN BEAUREGARD

DAN MATTFIELD

Andy Sterlen

~~HARVEY~~ DOZIER D.

G Nicole A. Dancer

Reel Miller

Mat W

Scott Mabury

Bill Allen

Jeff McClaren

Mary Katherine Revels

Dolores Quesenberry

Kaye Thibodeaux

Cassandra Scott

Merville Founester

Scott Justice

Jacqueline Shaver

Corey Partridge

Larry Watts

1/11/18

## Cagle, Jennie

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**From:** Ewart, Robin  
**Sent:** Thursday, January 11, 2018 11:03 AM  
**To:** Cagle, Jennie  
**Subject:** Construction SEP attendance 1/11/18

Good morning. in attendance at the meeting today:

Paul Sullivan  
Kay Knezevich  
Leighton Dowdle  
Kristie Hall  
Robin Ewart  
Michael Greer  
Denese Ballew

Thank you so much. Got 4 with no fall protection yesterday. Apartment complex. ☺

Robin M. Ewart  
MESH, C-MESH, IH-MESH  
North Carolina Department of Labor  
Occupational Safety and Health Division  
204 Charlotte Highway, Suite B  
Asheville, NC 28803-8681  
Office: (828) 299-8232  
Fax: (828) 299-8266  
[robin.ewart@labor.nc.gov](mailto:robin.ewart@labor.nc.gov)

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## Cagle, Jennie

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**From:** Hendrix, Ted  
**Sent:** Thursday, January 11, 2018 11:15 AM  
**To:** Cagle, Jennie  
**Subject:** Roster from Construction SEP Meeting - Charlotte

- Ted Hendrix
- Lee Peacock
- James Cook
- DaQuan Holland
- Marcus Bandy
- Brian Kemppainen
- Rob Maedje

**Ted R. Hendrix, CSP**  
Health Compliance Officer  
NC Department of Labor, OSH Division  
901 Blairhill Road, Suite 200  
Charlotte, NC 28217

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Fax: (704) 665-4342  
Email: [ted.hendrix@labor.nc.gov](mailto:ted.hendrix@labor.nc.gov)

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## Cagle, Jennie

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**From:** Bryson, Kristi  
**Sent:** Thursday, January 11, 2018 10:57 AM  
**To:** Cagle, Jennie  
**Subject:** Construction SEP meeting attendance

Hello Jennie,

Happy Thursday! The meeting attendee for Winston-Salem were as follows: Lisa Rayborn, Deena Dickenson, Mark Pierce. Thanks for a great informative meeting. If you would like help from the Winston office about the "struck by fatality" data I am willing to assist.

Kind Regards,  
Kristi M. Bryson  
Health Compliance Officer District 5  
Occupational Safety & Health Division  
4964 University Parkway  
Suite 202  
Winston-Salem, NC 27106  
336-776-4436 Direct  
336-776-4420 Office  
336-767-3989 Fax

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Construction SEP Committee Minutes  
October 12, 2017 at 10:00am  
2nd Floor Conference Room - LBT

Attendees: Carra Herring, Greg Greene, Jeff McClaren, Jennie Cagle, Karen Bogner, Mia Pearson

CLT – via video conference – Curtis Hobson, Daquan Holland, Griselle Negron, James Cook, Marcus Bandy, and Richard Kraemer

ORB – via video conference – Kevin Beauregard and Scott Mabry

WS – via video conference – Deena Dickinson, Kristi Bryson, Mark Pierce, and Nancy Hall

PSIM Update – Karen Bogner

- There have been 35 fatalities for FFY 2017, 12 in construction. There were 16 in FFY 2016 and 15 in FFY 2015.
- Forsyth County went from a HAC to a FAT/CAT for FFY 2018.
- There have been no fatalities reported for October.

ETTA Update – No representative was in attendance

Consultative Services Update – Greg Greene

- There were no updates for CSB.

Compliance Update – Jennie Cagle

EAST	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
STATS	25	31	24	40	25	38	34	36	25	20	28		326

WEST	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
STATS	41	63	50	58	87	61	61	84	49	88	129		771

TOTAL	GOAL	REMAINING
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1097    1000    -97

- Compliance has met their goal for FFY 2017 with a month to go. YEAH! We have not accomplished this in the last few years, so we are very excited about this accomplishment.

- FFY 2018 OPN 123 county changes: Henderson and Orange were removed; Davidson, Lincoln, and Pitt were added, Forsyth went from HAC to a FAT/CAT; and Union went from FAT/CAT to HAC.
- Meeting schedule for 2018 – 01/11/18, 04/12/18, 07/12/18, and 10/11/18. The meetings will be from 10:00am to 11:00am at the LBT field office in the 2<sup>nd</sup> floor conference room.

#### Partnership Updates – Partnership Rep.

- Flatiron/Blythe Development Company – Future I-73/Piedmont Triad International/Greensboro Eastern Loop – The compliance representatives are Nancy Hall (Team Leader) and Lisa Rayborn; Nancy provided an update, which included that the partnership timeline has been extended approximately 15 months due to the addition of another bridge and 3 roads. Reports are posted on the F drive.
- Fluor Enterprises, Inc. – DAPI US Project at the Nuvo Nordisk facility – The partnership agreement was signed April 6, 2017. The compliance representative is Bill Allen. No representative was available for an update.
- Flatiron/Blythe Development Company – Elevated roadway and concourse ramp at Charlotte Douglas International Airport – The compliance representatives are Dawn Jarman (Team Leader) and Jermaine Dennis. No representative was available for an update.
- Turner Rodgers – Expansion of concourse A at Charlotte Douglas International Airport – The compliance representatives are James Cook (Team Leader) and Rob Jacobson. James provided an update.

#### General Discussion

- Kevin mentioned an analysis that PSIM had generated of struck-by fatalities from January 1, 2007 through September 30, 2017. Specifically, whether the committee could use the report for potential targeting. Jennie requested Karen forward the report to her for dissemination to the committee. The report will be discussed in January's meeting.

Next Meeting – January 11, 2018 at 10:00am, Lake Boone Trail Conference Room 2<sup>nd</sup> Floor

The meeting was adjourned at 10:20am.