



## TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTOR STAFF REPORT

**AGENDA TITLE: Safety Report, 1st Quarter**

**MEETING DATE: May 26, 2021**

**PREPARED BY: Stacey Justesen, Safety and Security Manager**

---

**Safety Reports: 18 Total**

Ramp & Services:

- 1 Misfuel – Staff lost sight of the fuel gauge and overfilled by 17 gallons.
  - Fuel log changed to identify every 5<sup>th</sup> line, which is intended for the fueler to self-assess and request a relief.
- 2 Success
  - New fuel order procedures eliminated confusion and reduced the potential of a misfuel.
  - Diligence and a commitment to customer service revealed a mechanical aircraft issue to a pilot, possibly preventing an incident.

Airfield:

- 5 Trespassing events, 1 resulting in an Incursion, 1 resulting in a Surface Incident.
  - 2 hikers on Taxiway Alpha
  - 2 joggers on Runways
  - 1 snowshoer
  - 2 sledding events
- Pilot Controlled lighting
  - Pilot made the decision to land on Runway 11/29 at night without runway lights. Pilot Controlled Lighting (PCL) was said to not be working properly. No problem with PCL could be found.
- 2 Aircraft taxied through double yellow lines.
  - West side of Kilo hangar row through the Helipad area.

- From the self-serve fuel island to the front ramp area.

#### Hangars

- 4 Hangar door momentary safety switches bypassed. Instruction Policy 512 was approved by the Airport Board at the April 28 Board meeting (in 2<sup>nd</sup> Quarter).
  - 2 First offense
  - 2 Multiple Offense
- As these offenses happened prior to PI 512 adoption, warnings were issued. All future switch bypasses will be subject to the new PI 512 requirements.
- Door follower sheared off from the bottom door frame due to rust while raising the door.

#### **OSHA Training:**

- Electrical Safety & Lockout/Tagout
- Ethics Training
- Hazard Communications

#### **Airport Specific Training:**

- Review Standard Operating Procedures – O&M
- IIPP Training – All
- ALICE Training – All
- Constructing a Quality Crack Treatment – Director Hoffman
- Excavation and Trenching – Director Hoffman

#### **COVID-19: Safety measure compliance efforts**

- Written policy and employee reporting responsibilities.
- Staff and facility modifications to observe social distance recommendations.
- Appropriate COVID signage and safeguards installed.
- Personal Protection Equipment for staff and customers.
- Building and vehicle sanitization policy and schedule.
- Continued Communication of information.