

ELEVATOR STAKEHOLDERS MEETING

Wednesday – June 22, 2011 – 9:30 A.M.

**Division of Building Safety
1090 E Watertower Dr Ste 150, Meridian, Idaho**

NOTE: The following report is not intended to be a verbatim transcript of the discussions at the meeting, but is intended to record the significant features of those discussions.

The meeting was called to order by Gary Barnes, Elevator Program Supervisor at 9:40 a.m.

Gary Barnes introduced himself and then turned over to Al Caine

◆ Al Caine – Industrial Safety Program Manager

Al discussed the history of the program and where it is at today.

He noted that 9 out of 10 elevators (that have registered) in the state are now in compliance with the state laws and have a current Certificate to Operate.

The newest legislation changes that passed this year were discussed:

1. Equipment or devices installed that are beyond the requirements of the currently adopted code must function correctly or be removed.
2. The Division of Building Safety may now issue temporary certificates for longer than 60 days.

Al introduced the Industrial Safety staff that was present and then turned over to Amanda Brumbaugh

◆ Amanda Brumbaugh – Industrial Safety Technical Records

Amanda discussed the new Division of Building Safety website that is fully up and running. Access to forms, administrative rules, state laws, and other program information is available for your use. (dbs.idaho.gov)

Another feature now available under the elevator program is eTrackit where you are able to access information on any elevator registered in the state.

She noted for training on how to use this please call her directly.

Amanda turned over to Gary Barnes

◆ Presentation – Gary Barnes – Elevator Program Supervisor

Significant Changes of the 2010 editions of ASME Elevator Safety Codes that may impact **NEW** elevator installations (Please see PowerPoint Presentation)

1. This code edition to be adopted next legislative session
2. Gary is looking for an input to these changes including any exclusions that

may want to be added to legislation

MCP – Maintenance Control Plans (Please see PowerPoint Presentation)

1. MCP's are required by our adopted code
2. The state may be looking more at these within the next year which will include a certain standard of information based on each elevator

Maintenance Records

1. Gary indicated there has been a significant issue regarding these records being readily available to qualified elevator personnel
2. It was noted the records do not have to be available in the machine room but on site with instructions in the machine room or on the controller indicating where they can be found
3. Inspectors are currently enforcing this on elevator reports at time of inspection
4. Annual exams were discussed including what information should be checked. Meeting attendees were provided copies of our state annual exam checklists available on our website for minimum requirements to be checked. When turning in your annual exam to the DBS we would like to see that these items were checked, not just a date with a two word statement.

◆ Questions

MCP – Maintenance Control Plans: When will the state be enforcing these?

Answer: At this time the state inspector is not enforcing the MCP's but if they are required by the codes we have adopted and within a year we may be writing them up on state inspection reports.

Do maintenance records have to be kept in the machine room or at the physical location?

Answer: Records do not have to be available in the machine room but on site with instructions in the machine room or on the controller indicating where they can be found. We would like to see a minimum of two years worth of maintenance records.

Do we have to use the state checklists for our annual exam?

Answer: It is not required for elevator personnel to use the state provided checklists. These checklists were provided as a guide to minimum requirements inspectors would need to see checked once a year. Elevator personnel may use their own version of an annual checklist as long as it includes all the same information.

What constitutes elevator personnel?

Answer: A17.1 defines elevator personnel as “*persons who have been trained in the construction, maintenance, repair, inspection, or testing of equipment*”

Idaho Code §39-8602 states in part ... Personnel performing work covered by this chapter must, by documented training or experience or both, be familiar with the operation and safety functions of the components and equipment and be licensed in accordance with this chapter. Training and experience shall include, but are not limited to, recognizing the safety hazards and performing the procedures to which they are assigned in conformance

with the requirements of this chapter.

Meeting Closed at 11:47 a.m.