






# After Action Report

Topic: Court Room Seating Improvements		Date: March 25, 2013	
	What was supposed to happen?		What actually happened?
<p>Modify all court room seat bases, paint fabricated bases, and cap bolt studs in order to make all audience seating safer for users.</p>		<p>Overall job goal was met. The project was completed ahead of schedule. However, some employees were inconvenienced due to the process of painting the metal bases. The paint fumes did migrate into some work spaces near the courtroom.</p>	
	What worked well that needs to be sustained?		What did not work well and needs to be changed?
<p>Planning of overall job with supplier and contractor to receive quality product and workmanship.</p>		<p>Considerations concerning different aspect of the project that did not work well and needs to be changed: includes the inconvenience of other employees and departmental operations. Better planning to reduce noise levels from drilling, hammering, and paint fumes during normal working hours. This would include any noisy projects or painting projects that could inconvenience employees and departmental operations.</p>	
<b>What to do next?</b> 			
<p>Followed up with employees that were inconvenienced by the paint fumes. No one requested medical attention, or extended time away from work. Use this documented event for future projects that may be similar to this project.</p>			
AAR Participants <i>Steve Williams 3/28/13</i>			