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BLaST IU #17 Safety Committee
Record of Minutes
August 14, 2018

The regularly scheduled meeting of the BLaST IU #17 Safety Committee was held via telephone conference between the BLaST Administration Office, Canton and the BLaST Administration Office, Williamsport. The meeting was called to order by Mr Brian Driscoll, Director of Management Services, at 9:00am.

Roll Call:

Lori Tice, Senior Accountant, Chairperson	Absent
Aimee Pepper, Payroll Specialist, Secretary	Present
Brian Driscoll, Director of Management Services	Present
Deb Manley, Penn Data Liaison	Absent
Audra Mazzante, Office Support	Absent
Chris Johnson, Marketing/Technology Specialist	Present
Stephanie Toner, Administrative Assistant	Present

A copy of the agenda is attached.

The minutes from the July meeting were approved as submitted.

There was no old business to discuss.

In new business, the office safety training was held during the annual inservice days at the IU. The South office needs a contact list for their binder. New legislation was passed that every school/IU needs to name a school safety and security director. This person will oversee safety policies and liaison with law enforcement when needed. This person is appointed by the executive director. Brian Driscoll will be the school safety and security director for the IU.

There was one injured worker. A copy of the incident report and recommendations are attached.

The next meeting will be held on September 11th at 9:00 am via telephone conference between the Administration Office, Canton and the Administration Office, Williamsport.

There being no further business, Mr. Driscoll adjourned the meeting at 9:15am.

Respectfully submitted,
Aimee Pepper, Secretary