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BLaST IU #17 Safety Committee
Record of Minutes
November 13, 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 Mrs. Lori Tice, Secretary, at 9:00am.

Roll Call:

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

A copy of the agenda is attached.

The minutes from the October meeting were approved as submitted.

In old business, the sidewalk at the south office has been patched where it was pulling up. There will be discussion later as to a permanent solution after the winter. Some of the shelving in the "cage" in the south office was loose. It has been secured. Snow removal for the upcoming season has been set up for both offices. The North office has done their annual walk through. The South office will have theirs done today. Forms for each are attached.

There was no new business to discuss.

There were two injured workers. Copies of the incident reports and recommendations are attached.

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

There being no further business, Mrs. Tice adjourned the meeting at 9:15am.

Respectfully submitted,
Aimee Pepper, Secretary