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BLaST IU #17 Safety Committee
Record of Minutes
October 9, 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. Aimee Pepper, Secretary, at 10:00am.

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	Present
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 September meeting were approved as submitted.

There was no old business to discuss.

In new business, there is a crack in the sidewalk leading to the front door in the South office. There is concern that it will lift with the cold weather. Chris will ask Audra to check with the man that has been doing some maintenance work in the South office. The building safety walk though can be this month. Lori will email out a checklist as a guideline.

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

The next meeting will be held on November 13th at 9:00 am via telephone conference between the Administration Office, Canton and the Administration Office, Williamsport.

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

Respectfully submitted,
Aimee Pepper, Secretary