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**BLaST IU #17 Safety Committee  
Record of Minutes  
May 7, 2019**

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, Chairperson, at 9:00am.

**Roll Call:**

Lori Tice, Senior Accountant, Chairperson	Present
Aimee Pepper, Payroll Specialist, Secretary	Present
Brian Driscoll, Director of Management Services	Absent
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 April meeting were approved as submitted.

In old business, the South Office curbs are getting worse. The curbs seem to be crumbling into the parking lot and is causing safety concerns. Brian will look into repairs.

In new business, recertification is coming up. Lori will be sending the information out to the committee. Lori reiterated the rules an employee must follow when injured at work. The supervisors were notified of the proper procedures. A copy is attached.

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

The next meeting will be held on June 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