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BLaST IU #17 Safety Committee
Record of Minutes
December 10, 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	Present
Deb Manley, Penn Data Liaison	Present
Chris Johnson, Marketing/Technology Specialist	Present
Stephanie Toner, Administrative Assistant	Absent
Renee Peluso, Technology Administrative Assistant	Present

A copy of the agenda is attached.

The minutes from the November meeting were approved as submitted.

In old business, the south office performed their office safety walkthrough. A copy of the results are attached. There are currently two quotes procured for the concrete at the south office. The third quote is needed before a decision is made.

In new business, building emergency drills are due to be completed. The south office has completed the drill. The north office will complete theirs before the end of the year.

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

The next meeting will be held on January 14th 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