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**BLaST IU #17 Safety Committee  
Record of Minutes  
March 9, 2022**

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. Ms. Lori Tice, Chairperson, called the meeting to order at 9:00am.

**Roll Call:**

Lori Tice, Senior Accountant, Chairperson	Present
Aimee Pepper, Payroll Specialist, Secretary	Present
Sara McNett, Business Services Coordinator	Present
Renee Peluso, Technology Administrative Assistant	Present
Carmen Terry, LCIC Wellness Coordinator	Absent
Sarah Smeltz, Graphic Design, Marketing & Branding	Absent
Courtney Sexton, NTIC Wellness Coordinator	Absent

A copy of the agenda is attached.

The minutes from the February meeting were approved as submitted.

In old business, Aimee will be moved to the Chairperson position due to the retirement of Lori Tice. In discussion about the secretary position, the new payroll and benefits employee should take on this role due to submitting the workers compensation claims. Aimee is willing to be on the response team and to become CPR certified. Deb Holmes was hesitant about the CPR training. Nikki Ayres was suggested to ask to fill this role for the Canton office.

In new business, CM Regent has a yearly safety committee training that they offer. As of now, we will stay with the training through the Department of Labor. This is due to the possibility of a change in companies if we switch to a different company in the future.

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

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

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

Respectfully submitted,  
Aimee Pepper, Secretary