



P.O. Box 3609
Williamsport, PA 17701
570-323-8561 Fax: 570-323-1738

33 Springbrook Drive
Canton, PA 17724
570-673-6001 Fax: 570-673-6007

www.iu17.org

**BLaST IU #17 Safety Committee
Record of Minutes
July 12, 2023**

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. Mrs. Aimee Pepper, Chairperson, called the meeting to order at 9:00am.

Roll Call:

Aimee Pepper, Senior Accountant, Chairperson	Present
Norine Fuller, Payroll Specialist, Secretary	Present
Sara McNett, Business Services Coordinator	Absent
Renee Peluso, Technology Administrative Assistant	Present
Carmen Terry, LCIC Wellness Coordinator	Present
Nicole Kiess, Student Accounting Specialist	Present
Courtney Sexton, NTIC Wellness Coordinator	Present

A copy of the agenda is attached.

The minutes from the June meeting were approved as submitted.

In old business, Office walkthrough for the South has been done. Office walkthrough for the North will be done 7/12/23.

The Exit sign lights needs to be checked at the Williamsport office and replaced if not lighting up.

One of the windows needs to be checked at the Williamsport office to see if it needs to be a different type of glass.

In new business, The steps in the Williamsport building needs the rubber replaced due to it coming off.

There were no injured workers.

The next meeting will be held on August 9th 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 9:05 am.

Respectfully submitted,
Norine Fuller, Secretary