1. **Call to Order/Quorum** – Based on a majority of members, a quorum was achieved

2. **Review of Previous Month’s Minutes** – Approved

3. **Open Issues**
   
   A. **Accident Reporting** [Justin]

   An update on the implementation of the new accident reporting process was provided by Justin.

4. **New Business**

   A. Findings from the inspection conducted during the previous month’s inspection were discussed.

5. **Accident Review**

6. **Annual Recertification Training**

   Cocciardi PA DOLI qualified instructor Michael Baltrusaitis provided the annual Workplace Safety Committee Training. Training topics included: Committee Structure/Operations; Hazard Detection; and Accident Investigation.

7. **Adjourn**