

## **ETTA Safety Committee and Inspection Meeting**

**October 20, 2017**

Team:

Carlene Galvin Harris

James Washington

Jesse Mendoza was replaced by James Washington in June. The third quarter walkthrough inspection of ETTA areas in ORB and meeting were held on October 17, 2017. James and I distributed Space heater forms (Policy #15) to 10 ETTA employees and asked them to turn them in to their supervisors as soon as possible. We will conduct the 4<sup>th</sup> quarter meeting and walkthrough during the last two weeks of December 2017.

We have attended 2 NC DOL Safety and Health Steering Committee meetings in July and October. Next meeting will occur in January 2018.