

**Education Training and Technical Assistance Bureau (ETTA)  
Safety Committee and Inspection Meeting**

**September 25, 2018**

Team:

Carlene Galvin Harris

James Washington

The third quarter walkthrough inspection of ETTA areas in the Old Revenue Building (ORB) and meeting was held on September 24, 2018. Discussions about stand-up desks and walking/working surfaces were discussed. The carpet will be replaced in the month of October, starting on the second floor. There were no fire hazards or other items identified.

We will conduct the 4th quarter meeting and walkthrough during the last two weeks of December 2018.

Tom Wilder represented ETTA (for Carlene and James) the NC DOL Safety and Health Steering Committee on July 24, 2018. The next meeting is scheduled for October 9, 2018.