This was an introductory meeting for the new Dir. of EH&S, Ruth LeBlanc. She was introduced to the Safety Committee members and gave a brief summary of her resume. Each member introduced themselves and which specific area they represent.

This was a chance for everyone to become familiar with each other and gain an understanding of what some of the expectations were moving forward.

The items discussed were

- Agenda for each meeting
- Meeting minutes for each meeting
- When will the revised IIPP be written
- When will the EHS dept be staffed

Agenda and meeting minutes will be provided to all members. The format of the meeting will be agreed upon at the next meeting.

IIPP will be re-written by the end of February.

Staffing for the dept will begin immediately.