

### 13. REA Health and Safety Report

May

- If you report a health and safety issue to me, please, indicate that you talked to administration, if possible give names and dates. Also, having a timeline helps. I need as many facts as possible to find assistance. The first question I get is has it been reported and to whom.
- Remember some services require preauthorization for Capital Blue. Please, read all information you received in the mail.
- Please, remember births and marriages must be reported promptly. Failure to do so could result in denial of benefits. Remember, if any employee gets married, the spouse must purchase coverage from their employer if it is offered.
- 16<sup>th</sup> and Haak Library is on the list for an air quality test.
- Active shooter training and workplace violence training will be in August.
- SOMS leak - the plaster will be tested along with other areas
- Also, remember to hand in your physical reimbursement form to save money. Submit the form to Denise Templin at the Benefits Office.
- If you have any questions or concerns please contact me or the REA office.
- Next meeting will be May 22, 2018

Respectfully Submitted,

Judy Treichler

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