



3. **Non-State Workers accessing Building 16 through the back entrances to the front of the building which would give access to all floors to the building** – Anybody can go into offices on the first floor through a center hallway where the Department of Labor was previously. This is a Health and Safety Concern as there are employees in offices that are not protected with card swipe doors. One suggestion was to put a card swipe on the front and back Department of Labor double doors. There is also a possibility signs could be put up indicating “No Unauthorized Personnel Beyond This Point.” A letter will be sent to Mr. Rossman regarding this issue. Mark Diefendorf will see that the guards are aware of the situation and no one will be allowed through the doors without an appropriate Access card.

The next Building Health & Safety Meeting will be held Tuesday, May 16, 2005, at 1:30 PM in the 2<sup>nd</sup> Floor Training Room.