PLAINTIFF'S
EXHIBIT
BRK-61

January 16, 1969

Mr. W. E. Billett
Safety Director
Frigidaire
Division of General Motors Corporation
Dayton, Ohio 45401

Dear Mr. Billett:

Thank you for your letter of January 9, 1969, inviting me to participate in the Industrial Hygiene Section of the Seventeenth Annual Miami Valley Safety Congress. This letter will also confirm our telephone conversation.

It is a pleasure to accept. My suggested subject is "Your Responsibility for Industrial Hygiene".

I will attempt to emphasize those problems which the safety man or foreman can handle on his own. I will demonstrate equipment which he might find of use. I probably will talk for one-half hour with another one-half hour reserved for questions.

I will need no special equipment except possibly a table and a blackboard.

I expect to arrive at the Sheraton Hotel at or before 1:00 P.M., February 12, 1969, the day of the meeting.

I am looking forward to meeting you and Mr. Cook. I hope Hugh Kline can be present.

Very truly yours,

DeWitt Huffman, P.E.
Assistant Chief
Engineering & Hygiene

DUH:ifm
cc: M. Holland Kriss, Chairman
Industrial Commission of Ohio

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FRIGIDAIRE

DIVISION OF GENERAL MOTORS CORPORATION • DAYTON, OHIO 45401

January 9, 1969

JAN 13 1969

Mr. DeWitt Hoffman
Division of Safety and Hygiene
700 W. Third Street
Columbus, Ohio

Dear Mr. Hoffman:

The Seventeenth Annual Miami Valley Safety Conference is being held on February 12, 1969, at the Sheraton-Dayton Hotel. This Conference is sponsored by the Safety Council, Dayton Area Chamber of Commerce and the Industrial Commission of the State of Ohio.

The Conference has various sectional meetings, one of which is Industrial Hygiene. During a Planning Committee discussion regarding an experienced speaker on this subject, it was suggested that it would be quite desirable to have you take part in this meeting. I immediately called Mr. M. Holland Krise and asked permission to approach you on this subject. He stated that you were quite capable and that the Division of Safety and Hygiene would be glad to have you participate.

The Industrial Hygiene meeting will be held at 2:45 p.m. and is scheduled for approximately one hour's duration.

Please advise as to whether your time schedule will allow you to assist in our Safety Conference.

Sheraton Hilton
Sheraton Room

Sincerely,

W. R. Billett
W. R. Billett
Safety Director

WRB/h

cc: Messrs. M. Holland Krise
T. D. Cook, Co-Chairman

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