

Midwestern Intermediate Unit IV
453 Maple Street
Grove City, PA 16127

**SAFETY COMMITTEE
RECORD OF MINUTES**

Chairperson: Brenda Marino

Date: October 8, 2020

Department: Human Resources

Time meeting started 8:30 AM

- I. Call to Order** – Melissa Wyllie, Director of Special Education
Meeting was held by Go/To Virtual Meeting

II. Roll Call:

	<u>Representative</u>	<u>Present/Absent</u>
Brenda Marino, Assistant to the Executive Director	Employer	Absent
Curt Springer, Educational Consultant	Employee	Present
Bryda Drumm, Social Worker	Employee	Present
Patricia Connolly, Director of Business Services	Employee	Present
Melissa Wyllie, Director of Special Education	Employer	Present
Kelly Irvine, Occupational Therapist	Employee	Present
Jason Williams Director of Technology	Employee	Present
Cathy Cornelius, Secretary Clerk	Employee	Present
Dan Bishop, Coordinator of Buildings & Grounds	Employee	Present
Dan Gomola, Payroll/HR Specialist	Employee	Present
Donna Volpe, Executive Secretary	Recording Secretary	Non/Voting

III. Introduction of Visitors

IV. Reading and Approval of Minutes

On a motion by Drumm seconded by Connolly and carried, the minutes of the September 10, 2020 Safety Committee meeting were approved as read.

Copies of the minutes are available on the MIU IV website and distributed to staff by e-mail.

V. Discussion of Unfinished Business

VI. New Business

- Dan Bishop & Cathy gave their report on the building safety inspection.
- Patty gave an update on the upcoming presentation by HHSDR for the HVAC and roof replacement at the Central Office.
- Melissa gave an update on the MIU IV Health & Safety Plan. She also mentioned all the PPE supplies that are going out to all the districts. Thank you to the secretaries that have made this happen.
- Curt reported that Safety Care is going great despite the change in guidelines due to the Pandemic.
- Pat stressed how proud she is on all the employees that are in and out of the building and a special thank you to Dan Bishop for all of his hard work maintaining things during this time.

1. Review of written employee accident investigation reports and breakdown

There was one incident report.

2. Review of safety suggestions.

3. Other Business

VIII. Next Meeting --- Thursday, **November 12, 2020 at 8:30 A.M.** Go/To Virtual meeting.

IV. Adjournment --- On a motion by Connolly seconded by Drumm and carried, the meeting was adjourned at 8:50.

Respectfully submitted,
Donna Volpe

