

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

**SAFETY COMMITTEE
RECORD OF MINUTES**

Chairperson: Brenda Marino

Date: December 9, 2021

Department: Human Resources

Time meeting started 8:30 AM

I. Call to Order – Maureen Werwie, Director of Business Services
Virtual Meeting

II. Roll Call:

	<u>Representative</u>	<u>Present/Absent</u>
Brenda Marino, Assistant to the Executive Director	Employer	Present
Curt Springer, Educational Consultant	Employee	Present
Bryda Drumm, Social Worker	Employee	Present
Maureen Werwie, 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	Absent
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 Werwie seconded by Springer and carried, the minutes of the November 11, 2021 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

1. Review of written employee accident investigation reports and breakdown

2. Review of safety suggestions.

- Snow and ice season is upon us. If you know of any unsafe conditions in districts or homes, please make your supervisor aware of the situation.
- All IU staff are instructed to follow CDC guidelines for mask wearing and social distancing until June. We still urge all staff to vaccinate.
- If traveling, please test after 3 days from your return
- Please take advantage of any virtual training options.

3. Other Business

- HVAC project is still ongoing.

VII. Next Meeting --- Thursday, **January 13, 2022, at 8:30am.**
Virtual meeting.

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

Respectfully submitted,
Donna Volpe