

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

**SAFETY COMMITTEE  
RECORD OF MINUTES**

Chairperson: Brenda Marino

Date: February 9, 2022

Department: Human Resources

Time meeting started 8:30 AM

**I. Call to Order** – Brenda Marino, Assistant to the Executive Director  
*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	Absent
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	Present
Dan Bishop, Coordinator of Buildings & Grounds	Employee	Present
Dan Gomola, Payroll/HR Specialist	Employee	Absent
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 Irvine and carried, the minutes of the January 13, 2022, 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**

- Discussion for new member to replace Curt Springer.
- Cornelius & Bishop reported on the quarterly building inspection.

### **1. Review of written employee accident investigation reports and breakdown**

- There was one (1) incident report to review.

### **2. Review of safety suggestions.**

- Panic Button in the fingerprinting area. Make sure there is periodic drills
- Parking lot safety during the winter months. (exp). Steps going to the upper parking lot.

### **3. Other Business**

**VII. Next Meeting** --- Thursday, **March 10, 2022, at 8:30am.**  
Virtual meeting.

**IV. Adjournment** --- On a motion by Drumm, seconded by Wyllie and carried, the meeting was adjourned at 8:45 am.

Respectfully submitted,  
Donna Volpe