

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

**SAFETY COMMITTEE
RECORD OF MINUTES**

Chairperson: Brenda Marino

Date: July 20, 2023

Department: Human Resources

Time meeting started 7:30 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
Bryda Drumm, Social Worker	Employee	Present
Maureen Werwie, Director of Business Services	Employee	Present
Melissa Wyllie, Director of Special Education	Employer	Absent
Kelly Irvine, Occupational Therapist	Employee	Absent
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
Ralph Fertig, Guidance Counselor	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 Bishop and carried, the minutes of the June 8, 2023, 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

- Facelift to the Central Office
- Refresher training in the Fall

1. Review of written employee accident investigation reports and breakdown

- There were not any incidents reports to review.

2. Review of safety suggestions.

3. Other Business

VII. Next Meeting --- Thursday, **August 10, 2023, at 7:30 a.m.**
Virtual meeting.

IV. Adjournment --- On a motion by Werwie seconded by Drumm and carried, the meeting was adjourned at 7:40 a.m.

Respectfully submitted,
Donna Volpe