

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

**SAFETY COMMITTEE
RECORD OF MINUTES**

Chairperson: Brenda Marino

Date: October 12, 2023

Department: Human Resources

Time meeting start 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
Bryda Drumm, Social Worker	Employee	Absent
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	Absent
Cathy Cornelius, Secretary Clerk	Employee	Present
Dan Bishop, Coordinator of Buildings & Grounds	Employee	Present
Dan Gomola, Payroll/HR Specialist	Employee	Present
Ralph Fertig, Guidance Counselor	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 Fertig and carried, the minutes of the September 14, 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

- Bryda Drumm & Ken Holzer will provide Alice Training on the 23rd. Employees are still required to complete the online module.
- Be mindful of all the boxes in the building and watch your step.
- New installation of the safety doors
- No mold was reported in the Special Education secretary's room. Dehumidifiers are running.
- Uptick in Covid cases.

1. Review of written employee accident investigation reports and breakdown

- There were not any incident reports to review.

2. Review of safety suggestions.

3. Other Business

VII. Next Meeting --- Thursday, **November 9, 2023, at 8:30 a.m.**
Virtual meeting.

IV. Adjournment --- On a motion by Werwie seconded by Bishop and carried,
the meeting was adjourned at 9:00 a.m.

Respectfully submitted,
Donna Volpe