

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

**SAFETY COMMITTEE  
RECORD OF MINUTES**

Chairperson: Brenda Marino

Date: September 14, 2023

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
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	Absent
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
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 July 20, 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**

- Jason Williams gave the committee an update on the renovations of the Special Education area. After testing, the results came back as negative for mold. He is securing pricing for a new floor.
- Cathy Cornelius & Dan Bishop gave a report on the quarterly building inspection.
- Brenda Marino reported that the Design & Print Center will be opened to the public soon. Date and time to be announced.
- Donna Volpe will be securing a date for the annual Safety Recertification training.

### **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, **October 12, 2023, at 8:30 a.m.**  
Virtual meeting.

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

Respectfully submitted,  
Donna Volpe