

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

**SAFETY COMMITTEE
RECORD OF MINUTES**

Chairperson: Brenda Marino

Date: March 14, 2024

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	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
Brittany Cain, Secretary Clerk	Employee	Present
Dan Bishop, Coordinator of Buildings & Grounds	Employee	Absent
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 Fertig seconded by Cain and carried, the minutes of the February 8, 2024, 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 regarding the SAC meeting incident with an employee.

1. Review of written employee accident investigation reports and breakdown

- The committee had 4 incident reports to review.

2. Review of safety suggestions.

- Need for a wheelchair at the central office.

3. Other Business

- Building inspection reported by Brittany Cain & Jason Williams, available upon request.
- Greg Merkle's retirement, Debi Butcherine replacing him.
- Safe lifting training

VII. Next Meeting --- Thursday, **April 11, 2024, at 8:30 a.m.** Virtual meeting.

IV. Adjournment --- On a motion by Fertig seconded by Cain and carried, the meeting was adjourned at 9:02 a.m.

Respectfully submitted,
Donna Volpe