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

SAFETY COMMITTEE
RECORD OF MINUTES

Chairperson: Brenda Marino Date: January 11, 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:

	Representative	Present/Absent
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	Present
Jason Williams Director of Technology	Employee	Present
Brittany Cain, 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

- Annette Herbst, Senior Safety & Loss Control Consultant
  Encova Insurance

- Welcome to the committee, Brittany Cain, Secretary/Clerk
- Thank you to Cathy Cornelius for serving on the committee.

IV. Reading and Approval of Minutes

On a motion by Bishop seconded by Wyllie and carried, the minutes of the December 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

- Annual Safety refresher training

1. Review of written employee accident investigation reports and breakdown

2. Review of safety suggestions.

3. Other Business

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

IV. Adjournment --- On a motion by Werwie seconded by Wyllie and carried, the meeting was adjourned at 9:18 a.m.

Respectfully submitted,
Donna Volpe