

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

**SAFETY COMMITTEE
RECORD OF MINUTES**

Chairperson: Brenda Marino

Date: August 22, 2024

Department: Human Resources

Time meeting start 8:30 AM

I. Call to Order – Maureen Werwie, Director of Business Services
Virtual Meeting

II. Roll Call:

	<u>Representative</u>	<u>Present/Absent</u>
Brenda Marino, Assistant to the Executive Director	Employer	Absent
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	Absent
Donna Volpe, Executive Secretary	Recording Secretary	Non/Voting

III. Introduction of Visitors

- New Safety Committee members - Shawn Hedglin and Stacey DeFiore

IV. Reading and Approval of Minutes

On a motion by Wyllie seconded by Irvine and carried, the minutes of the July 11, 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

- Jason Williams gave an update of the Raptor System. It was board approved on August 7th, system should arrive in 2 weeks, IU staff will need training.
- Bryda Drumm announced that there will be an Alice Training on Friday August 23rd
- Melissa – We have 10 E.I. off site classrooms, Ken Holzer does Emergency Drills, PAETP Project
- Social Workers Mental Health Grant 2023-2024
- PCCD Grant due September 30th
- Thank you, Jason, for signage outside meeting rooms
- Bryda requester projector access in A & B

1. Review of written employee accident investigation reports and breakdown

2. Review of safety suggestions.

3. Other Business

VII. Next Meeting --- Thursday, **September 12, 2024, at 8:30 a.m.** Virtual meeting.

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

Respectfully submitted,
Donna Volpe