

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

**SAFETY COMMITTEE
RECORD OF MINUTES**

Chairperson: Brenda Marino

Date: December 11, 2025

Department: Human Resources

Time meeting starts at: 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	Employer	Present
Melissa Wyllie, Director of Special Education	Employer	Present
Jason Williams, Director of Technology	Employer	Present
Stacey DeFiore, Secretary Clerk	Employee	Present
Dan Bishop, Coordinator of Buildings & Grounds	Employee	Present
Dan Gomola, Payroll/HR Specialist	Employee	Present
Shawn Hedglin, Maintenance Technician	Employee	Present
Dave Zupsic, Director of Educational Services	Employer	Present
Melani Marshall, Speech Language Therapist	Employee	Present
Donna Volpe, Executive Secretary	Recording Secretary	Non/Voting

III. Introduction of Visitors

IV. Reading and Approval of Minutes with a revision.

On a motion by DeFiore seconded by Williams and carried, the minutes of the November 13, 2025, 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

- Quarterly Safety Inspection reported by Stacey DeFiore and Dan Bishop

VI. New Business

- Jason Williams reported on the parking lot maintenance.

VII. Safety Coordinator Report: Dr. Zupsic

- Trainings
- School Code – Coordinator meets with teams quarterly and reports to the board
- Wellness Newsletter

1. Review of written employee accident investigation reports and breakdown

There were four (4) staff incident reports for review.

2. Review of safety suggestions.

3. Other Business

Next Meeting --- Thursday, **December 11, 2025, at 8:30 a.m.** Virtual meeting.

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

Respectfully submitted,
Donna Volpe