

Minutes
Hermon Municipal / School Department Safety Committee
April 7, 2016
8:30 AM

“The mission of the safety committee is to reduce accidents by establishing and promoting the health, safety, and welfare of all employees by continuing to create and maintain a safe work environment.”

Members present: P. Duran, R. Grass, S. Perkins, A. Merrithew

1. Minutes – Motion was made by R. Grass / S. Perkins to approve the minutes from the December 3, 2015 meeting.
2. Review of claims / reported incidents as of 04/01/2016
R. Grass reported that the Town Office has had to trip and fall incidents, 1 received no treatment and 1 is still receiving some form of therapy. The Hermon Deputy Program has had 2 incidents one resulting in a broken thumb with time lost, the other was a cruiser accident with the Officer losing 1 day of work. The Fire Department has had 1 incident while responding to a motor vehicle accident during icy conditions which resulted in a property damage accident to a piece of apparatus but no lost time of the personal.

Members of the Fire and Hermon Deputies now have as part of the PPE ice grippers for winter ice conditions.

P. Duran – stated that there have been no new reportable incidents within the School Department.

Discussion took place regarding the Accident Investigation Team and not getting the incident reports so that they can research, investigate and find the root cause to make recommendation corrective action. Most of the incidents we are seeing are slips, trips and falls which result in no injury, however, the team is not made aware of them until long after they happen. S. Perkins suggested that the perhaps it would be good to have a refresher of the duties expected and maybe come up with a threshold that would trigger the Teams response. Also, discussed was how does the employees privacy and freedom of access play out in a request for an accident report done by the Team. A. Merrithew will schedule a meeting of the Team and invite Robert Thomas, MMA Loss Consultant to attend to refresh the members and answer questions that have come up today.

3. Recent Safetyworks Audit of the Public Safety building and personal- A. Merrithew stated that the audit took place the first week of January and the Town still has not receive a report of the deficiencies found during that audit.

4. Rachel Grass, Finance Director - Updates as needed- no present for this meeting

5. Questions and concerns - None

6. Set next meeting date – next meeting is set for August 4

7. Adjourn- Meeting was adjourned at 9:10am

Respectfully submitted,

Annette M. Merrithew