



STATE OF CONNECTICUT – COUNTY OF TOLLAND  
INCORPORATED 1786

# TOWN OF ELLINGTON

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LORI L. SPIELMAN  
First Selectman

DAVID STAVENS  
Deputy First Selectman

JAMES PRICHARD  
MELINDA M. FERRY  
RONALD F. STOMBERG  
JOHN W. TURNER  
CHARLOTTE WARD

## Safety & Health Committee Meeting

January 14, 2022

Nicholas J. DiCorleto, Jr. Meeting Hall and ZOOM

Minutes

**Members Present:** Walter Lee, Chairman/Emergency & Risk Management Director; Kathy Kane-DiBacco, Animal Control; Kevin Gambacorta, Assistant Foreman, Department of Public Works; Mary Bartley, Assistant Recreation Director; Peter Hany, President, Ellington Volunteer Ambulance Corps; Sydney Kern, Deputy Fire Marshal; Diane Lasher-Penti, Youth Services Director; Patricia Grundman, Children's Librarian, Hall Memorial Library; LouAnn Cannella, Human Resources Coordinator

**Members Absent:** Kim Gallicchio, Lead Custodian, DPW; Sheila Grady, Senior Center Director; Brian Harvell, Crystal Lake Fire Department; Jack Rich, Ellington Volunteer Fire Department; Joe Decker, Police Officer

I. Call to Order: Mr. Lee called the meeting of the Safety and Health Committee to order at 10:00 a.m.

II. Approval of Minutes – October 5, 2021

MOVED (KERN), SECONDED (HANY) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE OCTOBER 5, 2021 SAFETY & HEALTH COMMITTEE MEETING.

III. New Business

A. LAP Claims: Mr. Lee reported that no new LAP claims were filed since October of 2021.

B. Workers Compensation Claims: Ms. Cannella reported on the following claims filed October 2021 through today.

- Fire Marshal's Office/finger puncture from car door closure/no additional medical treatment reported
- Hall Memorial Library/contusion on head due to loss of footing on sidewalk/no additional medical treatment reported
- Town Planner's Office/abdomen pull from pushing file cabinet/no additional medical treatment reported
- Emergency Management/multiple contusions & abrasions from fall on black ice/no medical treatment reported

C. Status of Required Employee Training: Ms. Cannella reported the Town experienced very good compliance in these two required training modules. She added that since CIRMA changed education module vendors on January 1, 2022, she is awaiting a printout from

CIRMA so she can identify and follow up with any employees who have not completed the training. She added that most departments had 100% compliance. Mr. Hany asked if Ellington Volunteer Ambulance Corps employees have to do the same training twice since they have to complete it for EVAC in January. Employees only need to complete the training once a year and should provide their certificates/documentation to Human Resources so they can be marked complete. Discussion was held regarding moving the required training to August through November.

1. CIRMA Preventing Sexual Harassment in the Workplace
2. CIRMA Bloodborne Pathogens for Public Entities

D. Promoting Safety & Health in the Workplace

1. CIRMA – Drug and Alcohol Awareness Course #HUMR126: Mr. Lee reported that upon reviewing the state statute regarding Safety & Health Committees, there is a requirement that Committee members attend training to identify employee substance abuse. This training was assigned to the Committee members in December and most have completed it. Ms. Cannella will follow up with anyone who hasn't had a chance to get this assignment done. Mr. Lee added that while this training is only required for Safety & Health Committee members, if any member wants to share this training with their supervisors or others, it would be beneficial and recommended, but not required under statute. Ms. Cannella reported that by the end of 2021, eleven (11) Committee members had completed the training.

Mr. Lee noted that he is researching the legislative intent of another requirement that involves identification and reduction of hazards to the reproductive system. He will keep the Committee apprised of his findings and if required, the training may be sent out prior to the next meeting.

2. Recommendations from Committee Members: Mr. Lee surveyed the Committee members for their concerns, comments or issues.
  - Ms. Bartley said that Recreation is focused on meeting COVID requirements for the children in their programs. Mr. Lee said he has reached out to Mr. Turley at the State to obtain more test kits for the Recreation Department. He said the schools are receiving their allotment today, so maybe the Board of Education will release some to Recreation.
  - Ms. Grundman said at the Library they have gone through two cases of masks and are into their 3<sup>rd</sup> box.
  - Ms. Cannella noted that Ms. Spielman continues to rely on CDC recommendations for COVID protocol. She added that with the latest Supreme Court decision the topic is not as in limbo as it was two days ago. If there is further guidance, it will be sent out, but at this time, no changes in protocol. She added that anyone with questions should call Human Resources.
  - Ms. Kern said that at the Annex they have gone back to requiring hand sanitizer for anyone handling Town documents.

IV. Other Business:

Mr. Lee reported that Vernon has been designated as a site for State-wide testing for COVID-19. They will be testing four times a week. The information will be made available to him fairly soon. The soft rollout started this week to test the system; it's already full. Between the State of CT, Town of Vernon, Griffin Hospital and Jackson Laboratories, they are guaranteeing a 48-hour turnaround or sooner for test results. It will be done by appointment, although walk-ins will be accepted. Mr. Lee said that once he has more information he will provide it, as it is another resource the Town can utilize to make sure residents and staff are getting tested.

Mr. Lee reported that the Town received 2,280 at-home test kits; just over 2,000 kits were distributed to Ellington residents, with the rest distributed to Town Offices for any employee who reports to work not feeling well. Over 18,000 masks have been distributed so far.

Mr. Hany asked which test is needed to return to work. Mr. Lee said that the at-home test is to be used as a good first step when there is a possibility of an exposure to COVID-19, but the standard is the PCR test or rapid test which can only be done at a doctor or urgent care site. Mr. Lee added that if an employee is having difficulty getting in to get a test, let him know.

Ms. Cannella reported that the Wheeler Group representative Dan Fallon will be providing an educational presentation regarding "Fostering Positive Workplace Relationships through Teamwork" on Thursday, January 20th at 12:30 p.m. at DPW and again at 2:00 p.m. at the Senior Center.

Ms. Bartley asked Mr. Gambacorta to increase cleaning and sanitizing of the offices due to the recent increases in exposures. Mr. Gambacorta said that he will let Mr. Webb know and he asked if anyone needed the disinfectant that is available through DPW.

V. Adjournment:

MOVED (HANY), SECONDED (BARTLEY) AND PASSED UNANIMOUSLY TO ADJOURN THE SAFETY & HEALTH COMMITTEE MEETING AT 10:17 AM.

Respectfully submitted,

  
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LouAnn Cannella, Recording Secretary

  
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Walter Lee, Chairman