

Joint Loss Management Committee
6/16/22 (Thursday) at 9:00 am
Via Zoom
Meeting Minutes

In Attendance: Lance Finamore, Kelly Ducharme, Kelly Seeley, Carrie Marsh, Mike Mullarkey, Jenn Dubois, Bob Ouellette, Dawna Bosquet, James Beach, Ben Arria, Amy Cassidy

1. Accident/Safety Reports – Jenn
 - FY22 YTD, July thru May (see attached) **reviewed YTD and current month, not a lot of injuries reported in May, except for dodgeball at HBHS**
 - Committee reviewed for patterns/suggestions – **at HBHS it was noted that often staff and students are walking looking at phones. Does anyone have a suggestion for trying to resolve this problem?**
2. Staff Wellness Programs Identified –Carrie
 - Wellness Bingo-Completed
 - Maintain Don't Gain-Completed
 - HealthTrust Wellness Programs - Completed
 - HB Open-Completed – **t shirts delivered**
 - Wellness Wednesdays-Not done
 - Healthie Selfies featuring Flat Andy-Done – **Carrie will send out email with winners**
 - **Italian Ice will be delivered to all buildings either Thurs 6/16 or Fri 6/17**
3. Sub-Committee Reports
 - SAU-Wide USDA Wellness Committee (Nutrition/Exercise Focus) – Kelly S
 - Report on May meeting – **The sub-Committee reviewed the results gathered by the Wellness Coordinators and discussed how best to present the data for digestion by the public. The resulting report will be posted on the SAU website in July**
 - Health & Safety Committee (formerly EMT) – Bob O.
 - Report on June meeting
 - **Update on radios to provide communication between all SAU 41 entities. The SAU is submitting a SAFE grant application for each building requesting funding based on the plan that was developed working with the SAU, all principals and the local emergency management personnel.**
 - **November 8th is a PD day, Homeland Security will be presenting a table top session relating to an active threat. Each building safety committee will attend the session.**
 - **Safety drills for the year were reviewed**
 - **Patrick West will take over for Bob O. as Co-Chair of the sub-committee as a result of Bob's upcoming retirement**
 - Traffic Safety Sub-Committee – Kelly S
 - Report on May meeting – **The Committee discussed whether to continue the event. It was decided to continue with April as our traffic safety month. Possible improvements to the first**

year events were discussed and the Committee has a good plan going forward.

4. Training Report-Carrie
 - Completed at 97% - **Goal was 95%, we were at 97%, currently at 82%, due to Suicide Prevention training that is not yet complete by about 100 people.**
5. School Inspections-Carrie – **all areas of every building were inspected and all feedback was provided to the principal and BMS. Follow-up inspections were done on a limited basis.**
 - General observations – Top 10 things that need improvement
 - **Top 5 areas that need improvement**
 - **Standard #22-Naming & #'s for rooms**
 - **Fire extinguisher tags – inspected monthly**
 - **Chemicals are stored in places that shouldn't be and have no eye wash nearby**
 - **Maps and exit routes are missing/class window exit routes are often blocked**
 - **Extra appliances – flexibility was given during Covid for small refrigerators, that time has expired**
 - **Top 5 areas that are going well!**
 - **Plants – far fewer plants than there used to be**
 - **No rugs found that are non compliant**
 - **Improvement has been made with fewer personal fans**
 - **Far less non-compliant furniture**
 - **5/6 buildings have gotten away from using tennis balls on the bottom of chairs and desks**
6. FY22 Goal Review – **Kelly, reviewed FY 22 goals with committee, moving most goals to FY23.**
 - **Removing school dude from goals because we are moving to SpiceWorks in the fall of 2022**
7. A Giant THANK YOU to Bob Ouellette for his many years of service on this Committee and to HBHS in particular – **Thank you Bob!**
8. FY23 New Chair – **need a non-admin chairperson, any nominations?**
9. FY23 Goals – **Looked at goals vs mission. In FY23 we can take a closer look at Mission items 1 & 3.....are there goals for these two that we can explore. We should also review our Mission Statements to make sure they are still applicable.**
10. Next meeting: **Oct - TBD – 9:00 am, Zoom or Location TBD**