

Joint Loss Management Committee
10/24/24 (Thursday) at 9:00 am
Via Zoom

MINUTES

Attendance: Lance Finamore, Carrie Marsh, Amanda Zeller, Candi Fowler, Kelly Ducharme, Amy Cassidy, James Beach, Ben Arria, Steve Cortez, Lynn DiZazzo, Emmie White, Tommy Bender, Ben Gidman, Kelly Seeley.

1. Upcoming Meetings:

- January 23rd
- April 10th
- June 12th
- Kelly will send out invites

The meeting began at 9:04am. Kelly chatted briefly about the upcoming meetings. She will send invites out about that soon.

2. Accident/Safety Reports – Jenn/Carrie

- New format discussion

Carrie: Shared a spreadsheet with the group that outlined accidents between July and now. HPS numbers looked high because they have a new nurse who is documenting very well. Staff injuries are higher than normal earlier this school year across the schools. Frequently, these are from student-on-staff incidents. RMMS specifically has quite a few.

Candi: Shared that a lot of those student-on-staff incidents are accidental. Encourages everyone to remember that when looking at this data.

Carrie: Shared that accidents are explained to the state when our data is reported. Most incidents do not result in injuries in all cases.

Kelly: Reiterated that as we move into the Student Violence Prevention program that the Department of Labor wants feedback from committee members recorded. She would like that feedback reflected in the minutes from these meetings

Candi: Asked about the staff injuries section. HUES does not have any data. The group noted that a mistake may have been made in forgetting to add it.

Carrie: Shared with the group that Amy realized she is not involved in investigations into kitchen injuries. This caused a conversation that resulted in a shift to including department directors in investigations instead of just leaving it to building administrators.

3. Staff Wellness Programs for FY25–Carrie

- Wellness Bingo
- Maintain Don't Gain
- HealthTrust Wellness Programs-Staff Meetings-Feb/Mar
- HB Open
- EOY Treat
- Any suggestions to increase participation?

Carrie:

- We are at the tail end of Wellness Bingo- deadline is Oct 25.
- Maintain Don't Gain has been planned and will start the first week of November. She noted that Emmie created all of the media and material for those two programs.
- HealthTrust will be invited to school staff meetings this year. We will do our best to make sure that each school is compliant in having these opportunities to learn and ask questions
- Brian Bumpus will help organize HB Open.
- Healthy Selfie has had low participation so it is being discontinued to make more space for HB Open to be done in full
- EOY Treat will continue doing something at all schools as long as funds permit.

Kelly: Asked if there is any feedback about these programs/ new programs

Carrie: Encourages people to find ways to increase participation

Candi: Shares that there are great challenges available on the HealthTrust website that we can steal. The same site has a collection of healthy recipes we can also share with staff

There was a bigger discussion had about a change in software by HealthTrust and utilization of their overall services. There are rewards programs that might entice our staff to fully use their benefits. A few staff suggested bringing a quick training on these services/ maybe in the same training on their overall benefits package.

4. Sub-Committee Reports

- SAU-Wide USDA Wellness Committee (Nutrition/Exercise Focus) – Kelly S
 - Status
- Health & Safety Committee (formerly EMT) – Dan M
 - Report on October meeting
 - Next meeting in January
- Traffic Safety Sub-Committee – Kelly S
 - No meeting since the last report in May
 - Next meeting in Jan

Kelly:

- The Wellness Committee met and will be sending out their report to

each school to start data collection. Each school will have until Nov. 2024- Apr. 2025 to meet the Wellness Committee Goals

- Health and Safety had a meeting too. The focus was to reunification drills successes, missteps, and goals. They also talked about training, Emergency Operation Plans, 8 Responses to Emergencies, after hour athletics safety, nightlock installations at HBHS, and internal alert language consistency.
- Traffic Safety has not yet met, no comments to be had.

5. Training Report-Carrie

- Goal is 95%-status

Carrie: Majority of training modules are at 68% compliance across SAU41, but the training is not due for another week. New hires account for a lot of missing training. There was a new Title IX training added very late and that also accounts for most of the non-compliance. Without it, we are at 84%. Special shoutout to HUES who is only missing 1 employee's training.

Candi: Noted that it is almost 6 hours of online training and that takes almost a whole PD day. She would like her new hires to have this training done before they start. Proposes having everyone's first day just be compliance training- this will be discussed in upcoming Leadership meetings.

6. School Inspections-Carrie

- Installation of acrylic frames with the same updated 8 responses ·
Taking a slightly different approach this year
- Will be working on ways to incorporate teacher notifications of inspection deficiencies

Carrie: The Facilities Department is working hard to get every school's emergency maps and 8 Responses fully updated. There will be 2 versions of the maps: one for facilities to refer to and one that is simple and clean for egress and exit. The project as a whole is taking much longer than expected. She noted that she has asked building-level administration to look at their building's compliance to support upper administration.

There will be an adjustment to how inspections are done. Instead of looking for complete compliance in one visit, they are going to target specific features (maps, fire extinguishers, appliances, etc.) at each inspection.

Candi: Asked if Carrie could resend the lists of compliance standards so that admin could share that with staff and safety teams. She knows that her long-time staff have not seen a standards list in a while so it would be helpful.

Carrie: Will happily send over that info. She also shares that Sandy is working on helping administration come up with a way to help staff understand when they are not meeting the safety standards. These will be friendly ways to note deficiency

that is palatable and comes with solutions to those inconsistencies.

Candi: Agrees that there is room for this need, but, sometimes, a top-down approach is needed to ensure safety. Sandy's focus is on awareness and not geared to repeat offenders and will be useful for all schools.

7. FY25 Goal Review-Kelly S. (see attached)

Kelly: No new goals have been met as this is the first meeting. She shared a spreadsheet to remind committee members about what our goals are and have been in the past. She chatted briefly about each goal, what she and others are actively working on, and asked for any feedback if anyone has any.

8. Future Topics for FY25?

Kelly: Asked if anyone had anything they wanted to bring forward in the next meeting. The group felt that they have enough to work at at this point.

The meeting was adjourned at 9:53am.

9. Next meeting: **January 23rd – 9:00 am, Zoom or Location TBD**