

TOWN OF MILFORD
JOINT LOSS MANAGEMENT COMMITTEE (JLMC)
MEETING MINUTES (AT MILFORD POLICE)

SEPTEMBER 7, 2022 (DRAFT)

Attendees: Eric Schelberg-Chairman (Ambulance), Andrew Grady (Library), Mike Viola (Police), Leo Lessard (DPW), Arene Berry (Rec), Rob Nash (WU), Glenn MacFarlane (DPW), Peter Chesnulevich (MACC), Seth Parmeter (MPD), Karen Blow (HR)

Quorum: 14 voting members, 8= quorum

Absent: Rodney Dunn (MAS), G Daniels (BOS rep), D Bouffard (Comm. Dev.) Betsy Solon (Library), Ken Flaherty (Fire), Ray Anderson (MACC) Michael Goldstein-Vice Chair (Fire), Riley Stanchina (Fire), Derek Martel (Primex), M Bender (TA)

The meeting was called to order by Chairman Schelberg at 9:00 a.m. Chairman Schelberg took a moment to introduce the town's new MACC Base Liaison Peter Chesnulevich.

- I. **Approval of Minutes** (6/7/22): A Berry moved to approve the 6/7/22 minutes as presented. M Viola seconded. All were in favor.

- II. **Reports of Committees:**

- A. **Accident Investigation Committee:** L. Lessard reviewed the Accident Investigation Reports from 7/1/22 to present to include: bug in eye, arm scape/trip over chair, arm injury from umbrella, twisted ankle and poison ivy. All incidents were deemed accidents with no action necessary. There was a recommendation by E Schelberg for sites to have the soap used in cases of poison ivy (gets oils off ASAP) available to staff.
 - B. **Facility Inspection Committee:** No inspections to report at this time. Will double up next time. A Grady believes he has Water, Police, Fire and Transfer Station remaining.

- III. **Ongoing business:**

Safety Data Sheets: E Schelberg has been in communication with IT Director Bruce Dickerson and Lincoln Daley regarding adding the data sheet information to the GIS layering. This would make the data sheets available securely on GIS and accessible to authorized users who might need the information.

Webpage: The JLMC webpage has been updated and moved from Human Resources to Town Government/Boards.

COVID-19 Updates: It's still out there. We currently have 2 out at MAS and 1 at DPW. E Schelberg reiterated the 5 days stay home, then mask with a well fitted mask for 5 days upon return to work. If still active at the end of the 5 days, the employee should continue to mask.

Panic Alarms: M Viola shared that Captain Pelletier stated everything was checked in February 22, the pool was checked in June 22. They will start going around again this month to check on alarms.

Active Shooter Training: M Viola stated we would be having training again. M Viola requested K Blow provide a few dates for the Town. The PD initially would like to get the schools done, but then will conduct trainings for the Town. K Blow will look at several dates that could be possible to hold sessions at 9 a.m. and 2 p.m. to allow for departments to send staff.

IV. New Business: None

V. Elections:

- **Secretary** – Darlene Bouffard nominated. All were in favor. (Darlene had also let E Schelberg know she was fine with continuing this task prior to the meeting.)
- **Chair** – E Schelberg then asked for volunteers for Chair. This year it had to be a non-management individual (rotation of 2 yrs management, 2 years non-management). There were no volunteers. E Schelberg offered a methodology of selecting incumbents. The group decided to continue with the way we have been doing it. M Viola nominated Mike Goldstein (MFD) for Chair. All were in favor.
- **Vice-Chair** – The next Vice Chair needs to be a management representative (rotation of 2 yrs non-management to 2 yrs management). Arene Berry offered to be Vice Chair. All were in favor.

VI. V. Roundtable: No news to report. K Blow asked E Schelberg for clarification on due date of next JLMC Safety Review (Jun 2023). E Schelberg and K Blow to discuss offline.

VII. Closing:

E Schelberg will run the next meeting (Dec 2022) and the new Chair will start in Mar 2023.

VIII. Scheduled 2022 JLMC meetings: March 1, 2022 in person June 7, 2022 in person (Milford Police) September 6, 2022 In person (Milford Police) -- elections December 6, 2022 In person (Milford Police)

JLMC Safety Program Review (biennial): Due December 2019, June 2021, June 2023 Primex gets involved in this review.

IX. Adjournment: Meeting was adjourned at 9:20 am on motion by Andrew Grady, seconded by Mike Viola. All were in favor.