

MINUTES
Safety Committee
September 5, 2019

PRESENT: Chairman Chief DeMaio, Members: Captain Jakober, Angela Finelli, Laura Noe, David Burnham, Todd Hajek and Bo Potter

Guests: HD Segur representatives Mark Petrone and Jade Krampitz

The meeting was called to order at 10:05 a.m.

M. Petrone and J. Krampitz introduced themselves and explained what HD Segur provides the town

Chief DeMaio explained all injuries should be reported ASAP to CIRMA through their portal
Motor Vehicle accidents or damages should be reported to HD Segur within 48 hours

Minutes for meeting of June 6, 2019:

- A motion was made by A. Finelli, seconded by L. Noe to approve the minutes of June 6, 2019 as submitted. The motion carried unanimously.

Review of Claims (last quarter):

- Reviewed the reports submitted to CIRMA noting most of these reports had no loss of time associated

Overall Nature of Claims (State-wide):

- Discussed some factors for claims:
 1. Slips and falls
 - From wet leaves and snow
 - Trip hazards and uneven pavement
 - Check your facility for any trip/slip hazards
 - Notify DPW Director T. Hajek of any hazards that need to be corrected
 2. Over exertion

Department Reports (safety issues and concerns)

- Finance: No report
- Park and Recreation:
 - Had a meeting to discuss the students drop off and pick up locations at both IRRC and Peters Complex with Chief DeMaio, Director of DPW Todd Hajek and Athletic Director Lewis Pappariella
 - B. Potter has inspected most of the playscapes
 - The beach playscape to be done when the beach closes
 - The Pierson School playscape was done previously and shows no hazards
- Department of Public Works:
 - They having issues accessing the CIRMA portal
 - Injured employees no longer go to OCCMed; they go to the Shoreline Orthopedics in Westbrook or Branford or the Shoreline emergency room if need immediate attention
 - T. Hajek reported on OSHA's quinquennial inspection of the Annex, Town Hall, Transfer Station and DPW facility and issues and policies that need to be addressed
- Maintenance: No report
- Town Hall/Land Use: No report

Discussion - Format and content of Future Safety Committee Meetings:

- Would like to have a training piece, corresponding to the time of year, during the meeting
- L. Noe suggested training on e-escalating angry customers

- M. Petrone suggested incident investigation training for accidents
 - He will provide some additional training topics

CIRMA E-Learning Center:

- A list of the E-Learning topics was distributed
- Trident Insurance also has on-line training available
- Discussed how to schedule and perform this training
- T. Hajek suggested a seminar day with a number of topics included
- The Police Department could utilize their training officer
- On Thursday, October 3, 2019 there will be Cyber Security Training from 8:30 to 12:30 in New Haven
 - Notify Chief DeMaio if anyone is interested in attending

Old Business: None

New Business:

- Recap of the August 31, 2019 fireworks
 - The launch site has to deal with the tide
 - Traffic was dealt with expediently
 - Light towers should be installed at the beach playscape and the bridge
 - Host the entire event at the beach rather than various venues around town
- The next meeting is scheduled for December 5, 2019
 - At this meeting the meeting schedule will be set for 2020

On a motion from T. Hajek, seconded by B. Potter the meeting was adjourned at 10:52 a.m.

Respectfully submitted,

Wendy McDermott
Clerk