

**Joint Loss Management Committee
Meeting Minutes
November 21, 2018**

Call to Order: Meeting was called to order at 1:30 pm.

Present: Kim Blichmann, Lee Ann Chase, Evelyn Horn, Matt Lavoie, Donna Fitzpatrick, Bruce Kudrick, Francine Swafford

Approval of Minutes

*Donna moved to approve the minutes of 10/9/2018 meeting. Kim Seconded. **Motion carried unanimously.***

Inspections

None.

Workers' Compensation Claims

Claims for the period were presented and discussed.

The following recommendations were made.

1. Make sure tetanus shot is updated for the Police Department employee with a cut.
2. Disembark safely, no jumping off vehicles.
3. Consider alternative option for more personnel when transporting patients via ambulance.
4. Look into installing an ADA bubbler with bottle fill to replace all water bubblers.
5. The board requested for more info on the DPW incident involving a chipper.
6. Requested for an updated elevator certificate for the Safety Center.

Safety Manual/Trainings

For employees who were unable to attend the workshop, November 30th is the deadline to submit certificate for Slip and Fall Prevention on-line training.

Reminders

- Employee Assistance Program, <https://healthtrustnh.org/enrollee/liferesources>, 1-800-759-8122 is available 24 hours a day, 7 days a week.
- Employees with the Town's insurance plan can earn incentives through Health Trust. This quarter, you can earn up to \$20 towards incentives with the *Health for the Holidays* program, <https://healthtrust.healthfortheholidays.com>.
- Health Insurance open enrolment for 2019 starts on November 28th. If you are making any changes, all forms must be received by December 19th.

Next meeting is Tuesday, December 11, 2018 at 1:30 pm.

Adjournment: Meeting adjourned at 2:10 pm.

Respectfully submitted by,

Evelyn Horn