

41 the next scheduled Joint Loss meeting as well but it is an election day so staff may be pulled to
42 assist. Francine will review the date and may postpone the Joint Loss meeting.

43

44 Lee Ann Chase and Matt Lavoie will be completing the Library inspection on January 29th.

45

46 2. Wellness Dollars

47 Donna Fitzpatrick reviewed the 4 Wellness Coordinators for Calendar Year 2020. Donna for
48 Town Offices/Other, Francine for the Safety Center, Lee Ann for the Library and Evelyn for
49 DPW. HealthTrust provided a Wellness Coordinator Program, which Lee Ann completed last
50 year. The Wellness Coordinators are in place to motivate co-workers to promote healthy
51 choices along with promoting the Slice of Life program. They will also focus on creating
52 programs that promote healthy workplaces. Town Administrator Garron supports employee's
53 wellbeing and the Towns 2020 Town Wide Wellness Programs. He will be pooling all \$2000
54 together and the Town Council will accept it at their meeting next week. The Wellness
55 Coordinators have a meeting scheduled for February 11, but it may be before then. The
56 Wellness Programs will not just focus on physical challenges but also financial, emotional and
57 nutritional. They will try to plan programs that incorporate all working shifts.

58

59 2. Workers Compensations Claims

60 1. Firefighter/Paramedic: Employee injured in Granite Hill around Christmas. The patient
61 was on the ground wedged between a bush and the steps.

62 Corrective Action: There were three employees working to move the patient so there
63 was already assistance.

64 3. Follow-up on Hooksett Police: Employee was injured while existing his vehicle and
65 slipped on the ice breaking his leg.

66 Correct Action: This was an unavoidable incident as this is a hazard of the occupation.

67 Possible slip resistant footwear would have been helpful.

68

69 Philip St. Cyr distributed a "Loss report" from January 1, 2019 to January 14, 2020. The total
70 cost of claims was around \$313,000.00. The main cause of claims was slips and falls. Those are
71 the leading cause of workplace injury across the country. Phil also highlighted the 23 claims and
72 showed the time reported. He showed that there were a couple in red that were 5 days or
73 more. Anything reported 5 days, or more can be cited for late reporting. He also provided 5
74 years of history back to January 1, 2014 showing 184 claims and the total cost of \$1,418,103.77.
75 The trend is going up slightly so thinking financially, the Town may want to think about
76 budgeting more for Workers Compensation Coverage.

77

78 Phil also distributed a DPW Garage Fire Safety flyer to initiate preventative maintenance for
79 DPW facilities. If a DPW garage ends up being a total loss, that halts all operations. Phil
80 recommended vehicles have cutoff switches.

81

82 Steve Colburn brought up that the DPW garage and Recycle and Transfer do not have fire
83 suppression systems. The water main is already installed in the DPW garage. This was brought
84 up to the Town Council before 2013. Earl Labonte stated that was going in the CIP.

85

86 4. Safety Manual/Trainings

87

88 Francine stated there has not been any progress she is aware of. Fire and Police are working
89 with André directly.

90

91 Donna mentioned that the safety manual should be looked at one a year. It was minimally
92 updated at the end of 2019.

93

94 The next scheduled meeting is February 11, 2020.

95

96 **Matt Lavoie motioned to adjourn at 2:35pm, seconded by Donna Fitzpatrick. Motion**
97 **passed.**

98

99 Minutes respectfully submitted by

100 *Leann Fuller*

101 Leann Fuller

102 Administrative Assistant

103

104 **Please see subsequent meeting minutes for any amendments to these minutes.**

105