

JOINT LOSS MANAGEMENT COMMITTEE MEETING

April 14, 2022

9:00 am

Town Council Chambers

I. Call to Order

Chair Pendergast called the meeting to order at 9:00 am.

II. Attendance

Lee Ann Chase – Library, Donna Fitzpatrick – Human Resource Coordinator, Dana Pendergast – Code Enforcement, Ken Conaty – Hooksett Wastewater Treatment Facility Superintendent, Francine Swafford – Police, Kim Blichmann – Tax Office, Ian Tewksbury – Local 633 - Fire, Shawn Dumont – Local 633 – DPW, Thomas Bartula – DPW.

III. Approval of Minutes from February 10, 2022

Donna Fitzpatrick motioned to approve the minutes of February 10, 2022. Ian Tewksbury seconded the motion. Lee Ann Chase offered an amendment, adding the Library to the list of Committee members. Voted unanimously in favor as amended.

IV. PRIMEX – Dave Withem

D. Withem: I am a retired Captain with Concord Fire, with a specialty in Occupational Safety and PTSD. PRIMEX covers your Workers Comp and Property Liability Insurance. With Workers Comp, the Loss Ratio Adjustment Factor is important. Hooksett's has risen to 1.32. The ideal ratio is 0.8 or 0.9. Focus is on severity, as well as the number of claims. We also consider secondary injuries because of connectivity to pre-existing conditions. There is a special fund for those situations. Hooksett's number of claims over the years has been random, with a high of 60 in 2016. A majority are minor Slips, Trips & Falls.

D. Fitzpatrick: Regarding long-term injuries, at nine months, we require an independent medical exam.

I. Tewksbury: If our Loss Ratio Adjustment Factor went down to 0.8, would our rate go down?

D. Withem: Yes, it would. Looking at your Property Liability Insurance, it has gone down from 0.84 to 0.76.

D. Fitzpatrick: Regarding inspections, we have been told that it is most important to inspect occupied buildings and to check for obvious items.

D. Withem: Yes. It is also important that you followed up after noting a violation/hazard.

D. Fitzpatrick: The DPW conducts regular Safety Briefings, which are documented.

Chair Pendergast: What is our charge, our mission? Can it be changed?

D. Fitzpatrick: It is in the Safety Manual, which is on the website. We have no budget, but we have Facility Dude, a program for requesting repairs.

I. Tewksbury: Is there a discount for the Stevens Driving course?

D. Withem: There is no charge for the Stevens Driving course.

Chair Pendergast: What is our required membership? I understand we want a balance of Labor & Management, with our 4 unions - Police, Fire, DPW & Mid-Management - represented.

D. Withem: We are reconfiguring our building in Concord, creating more classrooms and fewer offices, as many employees work from home.

V. Inspections – Review of Procedure

Chair Pendergast: I will work with Ian to refine the list for inspections.

I. Tewksbury: I will do Town Hall again because it has to be inspected as a Place of Assembly. It was done on August 11th last year.

VI. Workers Compensation Claims

Chair Pendergast: The first is from Fire-Rescue. An employee's helmet was struck by a falling ladder during training. Firefighter sustained head/neck impact. A sudden gust of wind was a factor. It was noted that employees must be aware of rapidly changing weather. Since the employee was wearing a helmet, we can only say employees should continue the practice of wearing a helmet, a jacket, gloves and steel-toed shoes during these exercises.

Chair Pendergast: The second claim is also from Fire-Rescue. The employee was operating a ladder truck at a fire. The employee slipped on the ice and fell on his left wrist. Since the truck was carrying sand & salt, we can only say that this practice should be continued.

VII. Other

K. Blichmann: I would like to look into getting bottle fillers for this building, like they have at the Library.

D. Pendergast: That is something you can present to the ARPA Subcommittee.

D. Pendergast: The next meeting will be June 9th. I would like to set a one-hour limit for future meetings.

D. Fitzpatrick: We have the option of meeting at other sites if we choose to do so.

VIII. Adjournment

Ian Tewksbury motioned to adjourn at 10:30 pm. Kim Blichmann seconded the motion.

Voted unanimously in favor.